

CONFIDENTIAL Counselor Application

Primary Screening Form for All Children and Youth Workers

Cedar Springs Camp

This form must be completed and post marked by May 31st each year.

This application is to be completed by all applicants desiring to work as a camp counselor for any positions involving the supervision or custody of minors at camp. This is not an application for employment, but a screening form used for camp counselors. This form is used to help ensure a safe and secure environment for those children who will be participating in our camping program this summer. To be considered as a camp counselor this form must be completely filled out.

Thank you for your willingness to serve and for taking the time to fill out this form.

- Sr. Counselor positions must be at least 18 years of age.**
- Jr. Counselor positions must be a junior or senior in High School and get prior approval.**

1. Date _____

2. Applicant's Name: _____
Last
First
Middle

Present Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Home Phone (_____) _____

Work Phone (_____) _____

Cell Phone (_____) _____

3. Driver's License Number _____ State: _____

4. Applicant's History:

Church affiliation for the past five years: (list name, address and period of attendance)

Prior church affiliated youth/children's work: (list name, address and period of service)

Prior non-church affiliated youth/children's work: (list name, address & period of service)

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5. Skills inventory: (gifts, training, education, etc. that have prepared you for work with youth or children)

6. Personal references: (Other than employers or relatives)

Name: _____

Address: _____

Email: _____

Phone: _____

Name: _____

Address: _____

Email: _____

Phone: _____

7. Note: If you prefer, you can discuss your answers to these two questions in confidence with the Camp Director before answering them on this form.

Have you ever been arrested, convicted or pled guilty to a crime?

_____ YES (if yes, please explain)

_____ NO

Have you ever been accused or charged with any act of physical, emotional or sexual abuse or neglect with regard to any child or youth (any individual 18 years of age or under)?

_____ YES (if yes, explain include alleged crimes, dates and disposition of charges)

_____ NO

Have you ever-whether or not you were accused of doing so-engaged in any acts of emotional, physical or sexual abuse or neglect with regard to a child or youth?

_____ YES (if yes, please explain)

_____ NO

Were you a victim of physical, emotional or sexual abuse or neglect while a child or youth?

_____ YES (If yes, briefly describe these incidents)

_____ NO

If yes, have you ever discussed this with a pastor or counselor?

_____ YES

_____ NO

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8. Consent: The information provided is correct to the best of my knowledge. I authorize any references to prior experiences to be verified regarding any character and fitness for work with the youth or children in the consideration. Should my application be accepted, I agree to the discipline and policies of the organization and refrain from unscriptural conduct in the performance of my services for the camp.

I understand and agree to the use of these pages, identified as Confidential, by the camp staff in a screening process and will thereafter be held in the camp director's custody for staff management purposes.

Applicant's Signature: _____ Date: _____

Please send this completed form to your local Wesleyan pastor. He/she is then to complete his/her portion of this form and send to the camp director with the completed registration form attached.

Pastor's Recommendation:

I verify that I am the above named person's pastor and not a relative. Having a basic understanding of the purpose of our district summer camps with my signature I recommend their service to the camping program and verify that they would be an asset to the camp as a counselor.

Please indicate if your church has done a background check on this individual:

Any reservations I may have about this applicant I have listed below:

Pastor's Signature: _____ Date: _____

If above Pastor is staff Senior Pastor's Signature:

_____ Date: _____

PASTOR: Please send this form with the completed registration form to

Counselors Apps
c/o Cedar Springs Camp
1260 River Rd.
Floyd, IA 50435

An applicant will only be considered if these forms are completed fully. If the completed forms are not postmarked by May 31 each year the applicant may be subject to the minimum camp fee.

Consumer Report Disclosure and Authorization Form

Cedar Springs Camp & Retreat may, with your consent, obtain a consumer report, as defined by the Fair Credit Reporting Act (FCRA), from MinistrySafe, LLC, a consumer reporting agency, related to your prospective, continued, or future employment. Such report may include, as allowed by law, information regarding previous or current military service, employment, education, criminal, driving history, credit or other matters that may be relevant to the position sought or held.

This may include procurement of an investigative consumer report (defined as a report that includes information as to your character, general reputation, personal characteristics, or mode of living obtained through personal interviews). You may request that the nature and scope of any investigative consumer report be disclosed to you.

Identity Information— This information will be used only in preparing a consumer report.

First Name:

Middle Name:

Last Name:

Other Names Used:

(maiden names or aliases)

Social Security Number: - -

Date of Birth: Month: Day: Year:

Current Home Address:

City: State: ZIP:

Drivers License State: Number:

Please list each city/county and state in which you have lived, worked, or attended school during the last ten years. Use a second form if necessary to provide full disclosure.

City: OR County: State:

City: OR County: State:

City: OR County: State:

By signing below, I:

- Authorize Cedar Springs Camp & Retreat or any of its affiliated or successor companies to obtain the consumer reports described above at any time in connection with my prospective or continued employment,
- Acknowledge receipt of the summary of my rights under the FCRA, and
- Request and authorize all individuals, agencies, and businesses to release information regarding my previous or current military service, employment, education, criminal or civil litigation, conduct, experience, or other matters to MinistrySafe, LLC., including information which may be deemed negative, in order to complete these reports, to the extent allowable under law.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on:

Date

Signature of Applicant/Legal Guardian

For California, Minnesota, or Oklahoma applicants only:

I request a copy of my consumer report be sent to the home address listed above.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment - or to take another adverse action against you - must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report; you are
 - the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud; you
 - are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:

1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates

b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:

2. To the extent not included in item 1 above:

a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks

b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act

c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations

d. Federal Credit Unions

3. Air carriers

4. Creditors Subject to the Surface Transportation Board

5. Creditors Subject to the Packers and Stockyards Act, 1921

6. Small Business Investment Companies

7. Brokers and Dealers

8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations

9. Retailers, Finance Companies, and All Other Creditors Not Listed Above

CONTACT:

a. Consumer Financial Protection Bureau
1700 G Street, N.W.
Washington, DC 20552

b. Federal Trade Commission: Consumer Response Center - FCRA
Washington, DC 20580
(877) 382-4357

a. Office of the Comptroller of the Currency
Customer Assistance Group
1301 McKinney Street, Suite 3450
Houston, TX 77010-9050

b. Federal Reserve Consumer Help Center
P.O. Box. 1200 Minneapolis,
MN 55480

c. FDIC Consumer Response Center
1100 Walnut Street, Box #11
Kansas City, MO 64106

d. National Credit Union Administration
Office of Consumer Protection (OCP)
Division of Consumer Compliance and Outreach (DCCO) 1775
Duke Street
Alexandria, VA 22314

Asst. General Counsel for Aviation Enforcement & Proceedings
Aviation Consumer Protection Division
Department of Transportation 1200
New Jersey Avenue, S.E.
Washington, DC 20590

Office of Proceedings, Surface Transportation Board
Department of Transportation
395 E Street, S.W. Washington,
DC 20423

Nearest Packers and Stockyards Administration area supervisor

Associate Deputy Administrator for Capital Access
United States Small Business Administration
409 Third Street, S.W., 8th Floor
Washington, DC 20416

Securities and Exchange Commission
100 F Street, N.E. Washington,
DC 20549

Farm Credit Administration 1501
Farm Credit Drive McLean, VA
22102-5090

FTC Regional Office for region in which the creditor operates or
Federal Trade Commission: Consumer Response Center - FCRA Washington,
DC 20580
(877) 382-4357