



1588 Drake Rd.  
Lansing, IA 52151  
PHONE 563-535-7320  
FAX 707-788-4944  
[vcbc@villagecreek.net](mailto:vcbc@villagecreek.net)  
[www.villagecreek.net](http://www.villagecreek.net)

## Looking for a Summer Opportunity?

Rather than flipping burgers or being stuck in an office, you have the opportunity to hang out with kids and families – and impact them for the rest of their lives! Working as part of a summer camp staff provides a unique opportunity for a summer ministry, and **I want to invite you to investigate what Village Creek Bible Camp has to offer during the summer of 2019!** Village Creek Bible Camp is located in the beautiful Mississippi River valley in northeast Iowa, near the town of Lansing.

### WHY SHOULD YOU CONSIDER VILLAGE CREEK?

1. **PEOPLE** who love the Lord and serve Him. Our Staff wants to see YOU succeed, and the friends you make here will last a lifetime.
2. **PLACE** yourself in a beautiful valley for the summer!
3. **PREPARATION** for the rest of your life! You will learn and develop skills that will help you with what God will call you to do during your life!
4. **PRAISE GOD** all summer by serving Him every day!

I ask that you prayerfully consider the area of service God would have you involved in at Village Creek. The summer is full of hard work, fun new experiences, and requires a love for the Lord and a willingness to serve Him in any capacity He calls you. **We are looking for men and women who will give of themselves physically, emotionally and spiritually for the glory of the Kingdom of God.**

If Village Creek Bible Camp is the place that the Lord is directing you this summer, please **fill out the application** and return it to us so that we may consider you for summer staff. We will keep you informed of the process and let you know quickly about your status. Most of our key staffing decisions will be made before March of 2019, and Village Creek is a great summer job so submit your application early!

I am eager to see what God will do at Village Creek Bible Camp this next summer! During the summer of 2018, over 70 campers made first-time decisions to follow Jesus, and many more had life-changing weeks here at Camp. There is no greater thrill than to see a young person come to know Jesus as their personal Lord and Savior, or to be an encouragement to a young person who does not have a Godly role model in their life! In Matthew 9:37-38, Jesus told His disciples: **“The harvest is plentiful but the workers are few. Ask the Lord of the harvest, therefore, to send out workers into His harvest field.”** I have been praying for another amazing harvest and great workers. Please seek the Lord in what He wants you to do for Him this summer. Camp can be such an awesome experience, and I am excited to see what God has planned for you.

- \$50 Bonus for those staff who commit by February 20 (with a 6 week commitment and follow through)!
- \$100 Bonus for those who work at least 6 weeks including Junior 3!

If you have any questions, please call me at (563) 535-7320, or email me at [sue@villagecreek.net](mailto:sue@villagecreek.net). I hope to hear from you soon!

Sue Lyford  
Director of Guest Services



# Staff Application

## 2019 Summer Employment

You can also apply online at [www.villagecreek.net](http://www.villagecreek.net)

Mail completed application to: Village Creek Bible Camp, 1588 Drake Rd., Lansing, IA 52151  
**Please type or print clearly.** Illegible applications will not be processed.

### PERSONAL INFORMATION

Full Name: \_\_\_\_\_ Soc. Sec. No.: \_\_\_\_\_

School Address (college): \_\_\_\_\_ School: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Cell #: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Email: \_\_\_\_\_

What age will you be on June 1, 2019? \_\_\_\_\_ T-Shirt size: S M L XL XXL

Name on Name Tag: \_\_\_\_\_ (What you would like it to read)

How did you hear about Village Creek Bible Camp? \_\_\_\_\_

Home Church: \_\_\_\_\_

Church City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Parent/Guardian (if under 18 years of age): \_\_\_\_\_

Applicant Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

How many years have you had your license? \_\_\_\_\_

### POSITIONS APPLYING FOR

Please refer to "Positions Available for Summer Staff" in the Staff Information sheet included with this application. Indicate your first, second, and third choices for where you would like to serve at VCBC:

- \_\_\_ **Activities Director**
- \_\_\_ **Challenge Course Facilitator**
- \_\_\_ Challenge Course Assistant
- \_\_\_ Cabin Leader
- \_\_\_ Cabin Assistant
- \_\_\_ **Head Lifeguard\***
- \_\_\_ Horsemanship Counselor
- \_\_\_ Housekeeping
- \_\_\_ Hospitality

- \_\_\_ **Dining Hall Facilitator**
- \_\_\_ Food Service Staff
- \_\_\_ Lifeguard/Waterfront\*
- \_\_\_ Maintenance
- \_\_\_ Senior Maintenance
- \_\_\_ **Summer Program Director**
- \_\_\_ **Media**
- \_\_\_ **Worship Leader**

\*lifeguard certification required

- \_\_\_ Office Staff
- \_\_\_ **Support Staff Supervisor**
- \_\_\_ **D-Team Leader**
- \_\_\_ Swing Staff
- \_\_\_ Wrangler
- \_\_\_ Family Assistant
- \_\_\_ **Young Leaders Program Coordinator**

**For positions listed in BOLD we prefer at least a completion of sophomore in college, and requires a full summer commitment**

### PHOTOGRAPH

Please enclose a photograph of yourself, taken within the last 12 months, which we will use for our staff picture board, if you are accepted.

# Application Information

The following must be received for your application to be processed:

- **Application form**
- **Verification form (applicant's release):** Sign and date.
- **Spiritual You:** Answer the series of questions on a separate piece of paper.
- **References:** Please give the enclosed reference forms to the appropriate people for them to complete and return to the camp. See "Instructions to Applicant" on the reference form.
- **Application Agreement:** Sign and date.

Please return the documents noted above to: Village Creek Bible Camp, 1588 Drake Rd., Lansing, IA 52151

## Conditions of Application

1. Staff are expected to subscribe to the camp's doctrinal statement (this can be found at [www.villagecreek.net](http://www.villagecreek.net)).
2. Staff are expected to conform willingly to the timetable throughout the day. Punctuality and cooperation are essential for the well being of the camp and for personal discipline.
3. Staff are expected to maintain a clean and neat appearance. Moderation and modesty are required at all times regardless of the prevailing fashions in a permissive society.
4. Staff may not wear jewelry in any body piercing on or off camp property, however women may wear earrings. Staff may not obtain body piercings or tattoos while an employee of Village Creek Bible Camp.
5. The use of all forms of alcoholic beverages, tobacco, and recreational drugs is not allowed while an employee of Village Creek Bible Camp.
6. Staff are not permitted to bring firearms to camp.
7. Additional rules and guidelines will be in effect during employment at Village Creek. These are fully explained and presented in the Staff Manual which each staff member will receive in their contract packet and is available to review on the website.

### Application Agreement (to be signed by all applicants)

I fully understand and agree to the Conditions of Application. I will accept the decisions of the Directors in all matters pertaining to the time of employment and will submit to the disciplines of Village Creek Bible Camp.

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Signature of Applicant

Date

**AVAILABILITY**

Some positions require a full summer commitment. All other staff must indicate the weeks they are available. Staff training is Friday, May 24 – Saturday, June 1, 2019, and is encouraged for all summer staff. We encourage first year staff who are still in high school to apply for half the summer.

Please indicate which weeks you are able to work (actual hired weeks will be confirmed in contracts following the hiring process):

<input type="radio"/>	May 19-23	Summer Prep Week
<input type="radio"/>	May 24-June 1	Staff Training
<input type="radio"/>	June 2-8	Junior 1/Day Camp 1
<input type="radio"/>	June 9-15	Teen Camp 1
<input type="radio"/>	June 16-22	Senior High Camp
<input type="radio"/>	June 23-29	Junior 2
<input type="radio"/>	June 30-July 6	Family Camp 1
<input type="radio"/>	July 7-13	Middle School Camp
<input type="radio"/>	July 14-20	Family Camp 2
<input type="radio"/>	July 21-27	Teen Camp 2
<input type="radio"/>	July 28-Aug 3	Family Camp 3
<input type="radio"/>	August 4-10	Junior 3/Day Camp 2
<input type="radio"/>	August 11-17	Veritas Family Camp
<input type="radio"/>	August 18-24	Family Camp 4
<input type="radio"/>	Aug 30 - Sept 2	Labor Day Family Retreat

Please note that in most circumstances you must work a minimum of 6 weeks to receive pay from Village Creek Bible Camp. If you wish to work less than 6 weeks we would still love to have you as a volunteer.

Please indicate any personal responsibilities or commitments that would affect your availability for camp, and dates that you could not work \_\_\_\_\_

**Please indicate the First and final days you are able to work**  
 First Day of Work: \_\_\_\_\_  
 Final Day of Work: \_\_\_\_\_

- \$50 Bonus for those staff who commit by February 20 (with a 6 week commitment and follow through)!
- \$100 Bonus for those who work at least 6 weeks including Junior 3!

HIGH SCHOOL APPLICANTS: Senior High Camp is **June 16-22, 2019**. Please indicate whether you would like to attend or work.  
 \_\_\_ I wish to **attend** Senior High Camp as a Camper (you still need to register as normal).  
 \_\_\_ I wish to **work** during Senior High Camp (a limited number of high school staff are needed this week, therefore this is not guaranteed).

**EDUCATION**

High School: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

College: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Major/Minor: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_

**PREVIOUS EMPLOYMENT (State most recent first)**

Employer: \_\_\_\_\_ Position Held: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Full or Part Time (Circle One) Reason for Leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Position Held: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Supervisor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Full or Part Time (Circle One) Reason for Leaving: \_\_\_\_\_

**PREVIOUS SUMMER CAMP WORK EXPERIENCE** (one week or more)

Dates	Camp	Address	Position(s)	Salary

**EMPLOYMENT/ACTIVITY SKILLS**

Summer Staff are required to teach and/or assist in Instruction Hours. Please use the following to indicate your abilities and interests:

0 = No experience    1= Limited experience    2= Moderate experience    3= Have actually taught

- |  |  |  |   |
|--|--|--|---|
| <p><b>Music</b></p> <p><input type="checkbox"/> Lead Singing</p> <p><input type="checkbox"/> Singing</p> <p><input type="checkbox"/> Piano/Keyboard</p> <p><input type="checkbox"/> Guitar</p> <p><input type="checkbox"/> Bass Guitar</p> <p><input type="checkbox"/> Drums</p> <p><input type="checkbox"/> Other _____</p> | <p><b>Outdoor Living/Nature</b></p> <p><input type="checkbox"/> Fire Building</p> <p><input type="checkbox"/> Fishing</p> <p><input type="checkbox"/> Hiking</p> <p><input type="checkbox"/> Outdoor Cooking</p> <p><input type="checkbox"/> Overnight Camping</p> <p><input type="checkbox"/> Astronomy</p> <p><input type="checkbox"/> Weather</p> <p><input type="checkbox"/> Environmental Studies</p> | <p><b>Sports</b></p> <p><input type="checkbox"/> Archery</p> <p><input type="checkbox"/> Basketball</p> <p><input type="checkbox"/> Football</p> <p><input type="checkbox"/> Frisbee</p> <p><input type="checkbox"/> Softball</p> <p><input type="checkbox"/> Volleyball</p> <p><input type="checkbox"/> Ropes Course</p> <p><input type="checkbox"/> Soccer</p> | <p><b>Aquatic Skills</b></p> <p><input type="checkbox"/> Water Games</p> <p><input type="checkbox"/> Canoeing</p> <p><input type="checkbox"/> WSI (Expires: _____)</p> <p><input type="checkbox"/> Life Guard (Expires: _____)</p> <p><b>Swimming Ability</b></p> <p><input type="checkbox"/> Beginning</p> <p><input type="checkbox"/> Intermediate</p> <p><input type="checkbox"/> Advanced</p> |
|--|--|--|---|

- |  |  |  |  |
|--|--|--|--|
| <p><b>Group Activities</b></p> <p><input type="checkbox"/> Bible Study</p> <p><input type="checkbox"/> Storytelling</p> <p><input type="checkbox"/> Group Games</p> <p><input type="checkbox"/> Missions Studies</p> <p><input type="checkbox"/> Skits/Drama</p> | <p><b>Creative Skills</b></p> <p><input type="checkbox"/> Painting/Sketching</p> <p><input type="checkbox"/> Leather</p> <p><input type="checkbox"/> Crafts</p> <p><input type="checkbox"/> Woodworking/Carving</p> <p><input type="checkbox"/> Model Rocketry</p> | <p><b>Horsemanship</b></p> <p><input type="checkbox"/> Certified Instructor</p> <p><input type="checkbox"/> Advanced</p> <p><input type="checkbox"/> Intermediate</p> <p><input type="checkbox"/> Elementary</p> | <p><b>Healthcare Certificates</b></p> <p><input type="checkbox"/> First Aid (Expires: _____)</p> <p><input type="checkbox"/> CPR (Expires: _____)</p> <p><input type="checkbox"/> EMT (Expires: _____)</p> <p><input type="checkbox"/> RN (Expires: _____)</p> <p><input type="checkbox"/> Other _____</p> |
|--|--|--|--|

- Other Skills**
- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Restroom Sanitation      | <input type="checkbox"/> Tractor Operator      | <input type="checkbox"/> Housecleaning    | <input type="checkbox"/> Operating Chain Saw |
| <input type="checkbox"/> Minor Mechanical Repair  | <input type="checkbox"/> Institutional Cooking | <input type="checkbox"/> Quantity Recipes | <input type="checkbox"/> Prep Cooking        |
| <input type="checkbox"/> Operating Food Machinery | <input type="checkbox"/> Cashiering            | <input type="checkbox"/> Painting         | <input type="checkbox"/> Childcare           |

**LEGAL VIOLATIONS**

We are compelled to ask the next questions in order to protect the children and youth in our ministry. Answering yes will not automatically disqualify you from working with children or youth. If you prefer, you may discuss your answer directly with the Camp Director.

Have you ever been accused of any type of sexual improprieties? \_\_\_\_\_

Have you been convicted of any offense other than a minor traffic violation? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

## THE SPIRITUAL YOU

In making an effort to present a consistent message to our campers and guests, we ask you to answer the following questions on a separate sheet of paper.

- Write a description of your spiritual life, including important decisions and highlights.
- How is your current relationship with Christ?
- Describe how the Scriptures apply to your daily life.
- What do you do to cultivate your relationship with Christ?
- What struggles and temptations do you face?
- How do you overcome these struggles and temptations?
- Why do you want to minister and serve as a staff member at camp?
- What do you believe the Bible teaches about the following areas? Give scriptural support for your answer and indicate what you practice.
  - a. Use of tobacco, illegal drugs, and alcohol
  - b. Homosexual/Lesbian involvement
  - c. Premarital and extramarital sex
  - d. Divorce and remarriage
- What God-given talents and abilities do you have that would benefit your ministry at Village Creek Bible Camp?

If you have worked at VCBC in the past, please contact Sue Lyford for updated questions.

## REFERENCES

Please give each of your references a copy of the appropriate reference form and a stamped envelope addressed to "References", Village Creek Bible Camp, 1588 Drake Rd, Lansing, IA 52151. **All three\* references must be returned before your application can be processed.** *Please do not use relatives or roommates.*

YOU ARE RESPONSIBLE for making sure that your references complete the paperwork and submit it, either online or via the postal system.

- Two references should be from Christian workers such as a Pastor, Youth Pastor, or Campus ministry leader.
- One reference should be from an Employer or a teacher if not currently employed.

### Christian Worker Reference

(Pastor, Elder, Campus Ministry Leader)

Name \_\_\_\_\_  
Relationship \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_  
Zip \_\_\_\_\_  
Email \_\_\_\_\_

### Employer Reference

(Or a teacher if not currently employed)

Name \_\_\_\_\_  
Relationship \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_  
Zip \_\_\_\_\_  
Email \_\_\_\_\_

### Christian Character Reference

(Another adult who knows you well)

Name \_\_\_\_\_  
Relationship \_\_\_\_\_  
Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_  
Zip \_\_\_\_\_  
Email \_\_\_\_\_

\*If you have worked at least 4 weeks during a summer season at Village Creek Bible Camp before, only one reference is necessary.

# Village Creek Bible Camp APPLICANT'S RELEASE

For the protection of Village Creek Bible Camp, for your protection, and for the safety of our children and youth, we request that you carefully read and sign the following:

## Part I (If under 18, to be completed by parent)

I hereby give permission for \_\_\_\_\_ to participate in all activities at Village Creek Bible Camp, including, horse-back riding, high ropes challenge course, canoe trips, rock climbing trips, paintball, and all other sanctioned camper/staff activities.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

## Part II

*I grant permission for the Directors at Village Creek Bible Camp to conduct a background check of my record and references.*

*I hereby release and hold harmless from all liability all persons, organizations, and other entities that provide references or information to Village Creek Bible Camp with regard to my background, fitness and character, provided they do so in good faith and without malice.*

*I hereby hold harmless from liability Village Creek Bible Camp staff, board, employees and volunteers with regard to any decision that is made regarding my application. Should my application be accepted, I agree to be bound by the By-laws, policies, and Statement of Faith of this camp. Further, I agree to refrain from unscripted conduct in the performance of my services, public or private, on behalf of this camp.*

*I hereby affirm and acknowledge, by signing below, that all of the information provided and all of my answers to the foregoing questions are true and complete, and that any misrepresentation or omission may be grounds for rejection or, if later employed, dismissal.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If under 18 years of age, the signature of a parent or guardian is required.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_