

KOINONIA

Summer Staff Application

Koinonia- Martin Luther Camp Corporation
165 Lakeview Dr. Highland Lake, NY 12743

Position Overview:

We are seeking qualified candidates, 18 years of age or older, to join our summer staff from June 10th- August 14th, 2022. Summer Staff will provide leadership for our eight week Day Camp program as well as other weekday and weekend programming for groups. The ideal candidate is a person who has experience working with kids, knows how to interact with them appropriately, and puts them first; who has a sense of creativity and flexibility; has a desire to learn and grow in community; a willingness to try new things and learn to lead them; and an openness to all tasks necessary to ensure our guests have an amazing and hospitable time. Since Koinonia is a Lutheran outdoor ministry, we are looking for someone who has a background in the church or a respect for faith and other backgrounds and is open to participating in the community here.

General Job Duties:

Hospitality -

Ensure that all guests feel welcome at Koinonia.

Be present at most weekday and weekend retreats and programs, working with groups and individuals.

Go the extra mile to ensure all our guests feel welcome and special while here.

Food service, washing dishes, and general cleaning.

Programming -

Lead groups and individuals in games, hiking, crafts, music, boating, service projects, bonfires, hayrides, and swimming.

Facilities -

Set up cabins and conference center to meet all programming needs.

Clean cabins and conference center after groups stay.

Maintenance -

Help clean up kitchen after food service.

Assist maintenance director in projects throughout the week.

Other Duties:

Various necessary jobs as they arise in agreement with Executive Director and/or Program Director.

Qualifications:

Has the ability to perform duties creatively, well, and uniquely, as the camping program needs.
Has previous paid or volunteer experience with children in an outdoor setting.
Has the ability to communicate clearly and effectively with fellow staff and guests.
Exhibits an understanding and passion for Outdoor Ministry.
Is relational and works well with people.
Practices discernment, honesty, and integrity.
Has the ability to think critically and deal well with an ever changing, adaptive environment.
Is open to new ideas and has the ability to think outside the box.
Exhibits a willingness to do any task that is needed and shows an openness to learn.

Required- Must be age 18 or older, Background Checks; Certifications in First Aid, AED, and CPR (reimbursed), reside in provided housing or if live locally

Compensation:

General

\$300 per week for nine weeks (One weekend & two weeks of training; eight weeks of camp).
\$14 an hour for those living off campus (8 hours a day minimum)

Lifeguards

\$16 an hour if living off campus. \$8 per hour when lifeguarding if living at the camp for the summer.

Day Camp Coordinator/Swim Instructor

\$20 an hour for either Eldred Day Camp or Port Jervis Day Camp

On Campus Staff:

Housing for the nine weeks, all meals covered, and a minimum of 24 hours off per week.

Titles

Evening Retreat Host

Day Camp Counselor

Lifeguard

Maintenance

Swim Instructor

Hospitality

Kitchen Staff

Day Camp Coordinator

Swim Instructor

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(Please fill out ALL information and return by mail or email info@koinoniany.org)

Date of Application Submission: _____ **T-Shirt Size:** _____

Last Name: _____ **First Name:** _____ **Middle Initial:** _____

Date of Birth (MM/DD/YYYY): ____/____/____ **Pronouns:** _____ **Gender** _____

Telephone Number- Cell: (____) ____ - _____ **Home:** (____) ____ - _____

Current Address (Street Address, City/Town, State, Zip Code):

Permanent Address (Street Address, City/Town, State, Zip Code):

School History:

High School-	College-	Graduate School-
Graduated- Y___ N___	Graduated- Y___N___	Graduated- Y___N___
	Major/Minor- _____	Major/Minor- _____

Previous Employment/Volunteer work (at least two): Please list by most recent.

Name of Employer: _____

Telephone Number of Employer: (____) ____ - _____

Position Held: _____ Supervisor: _____

Job Description:

Dates Employed (MM/YYYY): ____/____ - ____/____

Reason for Leaving: _____

Name of Employer: _____

Telephone Number of Employer: (____) ____ - _____

Position Held: _____ Supervisor: _____

Job Description:

Dates Employed (MM/YYYY): ____/____/____ - ____/____/____

Reason for Leaving: _____

(Please separately include any additional former employers or volunteer positions that you feel add to the application.)

Does Koinonia have permission to contact these employers? Please check: ____ **You have my permission.**

Please Check Areas in Which You Have Skill:

___ Hiking ___ Nature ___ Arts & Crafts ___ Group Games ___ Team Building ___ Lifeguarding

___ Skits ___ Singing ___ Playing Guitar ___ Playing other Instrument ___ Boating ___ Swimming

Please list any other skills, certifications, licenses, qualifications, or awards that would be helpful to know:

Brief Essay Questions (Please complete on a separate sheet and submit with application):

- 1) Why do you want to work at Koinonia this summer?

- 2) What experience do you have working with children and youth?

- 3) What do you most want to do over the course of the summer and what do you hope to gain from this experience?

- 4) What strengths will you bring to the Summer Staff?

- 5) What are your weaknesses and how will you work on them during the summer?

- 6) Koinonia is a Lutheran Ministry. Talk about your faith and how you would like it to grow this summer.

Summer Staff Agreement

Living and working in Koinonia as a member of the summer staff offers a fun and unique experience! The staff at Koinonia will spend the summer impacting the lives of the greater community through Day Camp, weekend retreats, and other ministry opportunities, all while living in community with one another.

As an applicant, we ask that you prayerfully consider the following expectations of our Summer Staff:

The staff is called to live out the mission of Koinonia at all times, whether working within our property or outside in the community.

During Camp, guests come first. Staff should be engaged, loving, and patient with ALL campers. When working with guests, staff is expected to be energetic, helpful, and kind.

Summer Staff will show respect for each other's personal privacy and property, as they live together in close quarters.

No summer staff may have alcohol on site. Staff over the age of 21 may consume alcohol off-site, on days off, in moderation. The use of drugs is prohibited. Drug screenings may be issued if drug use is suspected. Tobacco products may be consumed in designated areas and not during the regular work-day.

All staff understands that they may be occasionally asked to help with tasks outside their job description that help support the ministry of Koinonia.

Koinonia has a policy of ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. Furthermore, Koinonia cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of any kind is grounds for immediate dismissal from employment, and possible criminal charges.

By signing this application, you declare that you are not a pedophile or child molester, you have not perpetrated physical abuse, sexual abuse, emotional abuse or neglect against a child, student, or disabled adult, and have never been accused of these acts.

If employed, you agree to having read, and will abide by, all Policies and Procedures provided by Koinonia. If you believe you can uphold these standards, we would love to help you continue exploring a summer on staff with us at Koinonia! Please sign at the bottom of this page and send it in with your application!

Affirmation – To be filled out by all applicants:

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for a refusal to hire or, if hired, dismissal. I authorize any of the persons or organizations referenced in this application to give Koinonia any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application and release all such parties from all liability for any damage that may result from furnishing such information to you. I authorize you to request and receive such information.

Name: _____ Date: _____

It is the policy of Koinonia not to discriminate on the basis of sex, race, national origin, or disability in its educational programs, activities, or employment policies as required by Title IX of the Education Amendments, Section 504 of Rehabilitation Act, Title VII, and the Americans with Disabilities Act.