

**Presbyterian Camp and Conference Centers, Inc.**

P.O. Box 1512 Big Bear Lake, CA 92315-1512

Telephone (909) 866-2360 FAX (909) 866-2857 E-mail: rick@pccci.org Web page: pccci.org

**Summer Staff Application**

*Please keep this page for your records*

**THANK YOU FOR YOUR DESIRE TO SERVE GOD AS PART OF THE PCCCI PROGRAM STAFF!**

Program staff will have one-on-one interaction with campers and are in a position to greatly influence them as role models and teachers, which makes them a vital part of PCCCI’s camping ministry. We are looking for vibrant young leaders who are striving to live their life as followers of Jesus Christ and have a strong desire to share their faith with young children.

**WHAT YOU CAN EXPECT FROM US:**

1. Ministry training.
2. Daily support and encouragement.
3. Guidance and input throughout the week.
4. A structured program
5. Weekly salary (amount depends on position).
6. Room and board for duration of program

**WHAT WE EXPECT FROM YOU:**

1. A desire to serve.
2. A growing relationship with Jesus Christ.
3. A commitment to be part of a team.
4. A willingness to put your campers' needs above your own.
5. Full participation and support of camp activities

**ALL APPLICANTS MUST BE EITHER A GRADUATE FROM HIGH SCHOOL OR AT LEAST 18 YEARS OLD.**

**PLEASE NOTE:** All program staff (with the exception of the Camp Nurse) will be expected to participate in a week of training and preparation starting July 3. July 9 will be a day off. Camp will start July 10 and end July 24

**Staff positions**

| Title                           | Position Description   | Salary plus Room & Board |
|---------------------------------|--|--------------------------|
| Program Coordinator             | Team leader, Responsible for all aspects of Program  | \$350 per week           |
| Activities Director             | Events coordinator, Assists P/C where needed   | \$300 per week           |
| Female Lead Counselor           | Leader/teacher of group of campers, works closely with Volunteer Counselors  | \$250 per week           |
| Male Lead Counselor             | Leader/teacher of group of campers, works closely with Volunteer Counselors  | \$250 per week           |
| Crafts Director                 | Responsible for all Craft related events, assists A/D when needed  | \$250 per week           |
| Camp Nurse                      | Distributes meds and responsible for medical emergencies   | \$300 per week           |
| Cooks                           | Assist Kitchen Supervisor in the preparation of meals  | \$300 per week           |
| Kitchen/Housekeeping Assistants | Assist Kitchen Supervisor in meal preparation and clean up / Assist Housekeeping Supervisor clean bathrooms and cabins | \$250 per week           |

Housing and meals are provided and are part of compensation.

**HOW TO APPLY**

1. Complete **Application Form**. (*keep this page for your records*)
2. Submit **Personal Reference Letters**. See instructions below.

Please complete the enclosed application in full and return to:

PCCCI Summer Staff Application  
 Big Bear Lake Conference Center  
 P.O. Box 1512  
 Big Bear Lake, CA 92315-1512  
 (*And /or you can email a copy of the application to [rick@pccci.org](mailto:rick@pccci.org)*)

**TWO LETTERS OF REFERENCE ARE REQUIRED.** (Unless otherwise stated)

***One letter should be completed by your Pastor or former Youth Director. The other letter can be from the person of your choosing, as long as they are not related to you.*** Your references will be mailing their letters directly to PCCCI, therefore we recommend you make it as easy as possible to insure the letters are mailed in a timely fashion by providing them with an addressed, stamped envelope with the address above. Please instruct your references to address the following in their letters; how long have they known you and in what capacity, observations concerning your walk with Christ, a brief description of your strengths and weakness and qualifications for the position you are applying for.

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Summer Staff Application

Please print clearly in ink.

**BIOGRAPHICAL INFORMATION**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M \_\_\_ F \_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Age: \_\_\_ Birth Date: \_\_\_/\_\_\_/\_\_\_ Phone # (\_\_\_\_\_) \_\_\_\_\_ Mobile #(\_\_\_\_\_) \_\_\_\_\_  
Email address \_\_\_\_\_ Blog, MySpace website \_\_\_\_\_

June to September, if different:

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_\_) \_\_\_\_\_

Have you ever been convicted of a felony involving a minor? Yes \_\_\_ No \_\_\_ (Sorry, we are required to ask this question.)

Do you consider yourself a Christian Yes \_\_\_ No \_\_\_

Are you in good health? Yes \_\_\_ No \_\_\_ **PLEASE NOTE:** SMOKING is not permitted while working for PCCCI on program staff.

Physical Handicaps/Chronic Ailments: \_\_\_\_\_

Do you know anyone who is currently serving on PCCCI staff? \_\_\_\_\_ If yes, whom? \_\_\_\_\_

What camp or conference experience do you have? \_\_\_\_\_

**CHURCH AFFILIATION**

Name of church most regularly attended: \_\_\_\_\_ What programs do you attend? \_\_\_\_\_

How often do you attend? \_\_\_\_\_ Pastor's Name \_\_\_\_\_

Church mailing address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Are you certified in any of these areas? Select all that apply: Basic lifeguard \_\_\_ Advanced lifeguard \_\_\_ Lifeguard training \_\_\_  
Basic First Aid \_\_\_ CPR \_\_\_ EMT \_\_\_

Do you play a musical instrument? Yes \_\_\_ If yes, what instrument and how well? \_\_\_\_\_

List any work skills you might have such as typing, computers, Mechanical etc... \_\_\_\_\_

List any leadership positions have you held in the past? \_\_\_\_\_

Are you currently going to school? Yes \_\_\_ No \_\_\_ If yes, what is the name of your school? \_\_\_\_\_

What year in school will you be in next year? \_\_\_\_\_ What is your major? \_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Please provide the following information regarding your previous employers, beginning with the most recent.

| Date | Employer | Position | Supervisors Name | Phone # |
|------|----------|----------|------------------|---------|
|      |          |          |                  |         |
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**Essay Questions**

*Please print or type your answers. It is best to make your answers short and to the point. Don't over think the questions, you can always elaborate on your answers in the interview.*

Why do you want to work for PCCCI? \_\_\_\_\_

What gifts and skills do you bring to the job that will enhance our ability to reach children with the Gospel? \_\_\_\_\_

In your own words, briefly explain the Gospel of Jesus Christ: \_\_\_\_\_

How did you become a Christian? \_\_\_\_\_

What are your goals and ambitions in life? \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date