



The Sky's the Limit! Are you ready to fly?



Camp Dates:
Boys' Camp: July 9-16
Girls' Camp: July 16-23

Pre-Camp Dates:
May 21-22

Location:
Reynoldswood
Christian Camp
Dixon, IL

Contact Information:

Charmaine Freeze "Bobbi"
Executive Director
cfreeze_bobbi@sbcglobal.net
5828 W. Colt Dr.,
Peoria, IL 61607
309.697.4422

Lucas Lynn "Falcon"
Boys' Camp Director
lucaslynn85@gmail.com
163 S. Main St.,
Farmington, IL 61531
309.648.4923

Becky Pummell "Buck"
Girls' Camp Director
wsong1@aol.com
3330 Turnberry Dr.,
Findlay, OH 45840
419.957.3615

Dear Land o' Lincoln Prospective Staff Member:

I'm so excited to be writing to you in this new year of 2011! God is faithful and has graced us with another year to serve Him through the ministry of Cedarbrook camping. Luke and I are anxious to form our staffing team for the coming camping season. Our theme, "The Sky's the Limit!" lends itself to a lot of wonderful spiritual parallels to capitalize on while we have fun with campers this summer. Our theme verse is Isaiah 40:31: *But those who wait on the LORD will find new strength. They will fly high on wings like eagles. They will run and not grow weary. They will walk and not faint.*

What a great promise to cling to and one you might definitely need to claim by the end of the camp week! Waiting on the Lord is our privilege and finding strength in Him, our blessing! **Pre-camp training** is vital and not optional! Please note the date: **MAY 21-22** and plan to attend. Our many accreditations require this training and it helps us to be prepared to do our best for the campers we serve! More information about pre-camp training will be available on receipt of your application. There are also online training courses available that will enhance your camping experience and take less time than you think! If you think you may be available to be on staff this summer, it's worth taking one or more of these courses. They're free to you and a great way to learn at an easy pace with other Cedarbrook staffers. A complete schedule of all the modules that are planned to be offered in the next few months can be found at: <http://edified.org/campresource/ACCModuleInfo/DESchedule.htm>.

Forms: When you sign your application, you will be confirming that you have read the Statement of Faith and Personnel Policies and agree with and will abide by them.

References: All new staff members will need to provide three references. One needs to be a pastor or lay minister from the church where you are a member or regular attendee. If you are a returning staff member who was not on staff the entire week of 2010, you will also need to provide the three references described above for new staff. Those on staff last year do not need to provide new references this year.

Mail or e-mail your application to Charmaine Freeze by March 31st. Applications and reference checks must be processed before pre-camp, and the process takes time. Thank you in advance for your cooperation in this vital area. It would also be helpful if returning staffers would e-mail your intentions as soon as possible to one of the contact persons listed so that we can begin to formulate our staffing plan now.

Please be praying for men and women to commit a week of their time to counsel—especially men. This is always an area of great need. If you know of a Christian man who might make a good counselor and would benefit from speaking directly to Luke, please pass the contact information on to him as soon as possible.

Joy in Jesus!

-Becky



Staff Application

The camp week I am applying for is:

BOY'S CAMP: July 10th-16th (staff arrival July 9th)

GIRL'S CAMP: July 17th-23rd (staff arrival July 16th)

When completed send to:

Charmaine Freeze, 5828 W Colt Drive, Peoria, IL 61607

Name _____

Bird Name (if you have one) _____

Driver's License # _____ Social Security # _____

(We must have your driver's license if you anticipate driving at camp.)

Permanent Address _____

City/State/Zip _____

College Address _____

City/State/Zip _____

Home phone _____ Work phone _____

(may we call you at work? yes no)

Cell phone _____ Fax _____

E-mail _____

Birthday _____ Age _____

Children who will be campers: (names and grades)

Will you be bringing a child with you before camp begins? _____

Education: Highest grade completed _____ high school _____ college _____ degree

College/Major(s) _____

If currently retired or unemployed, please list a former place of employment and occupation.

Place of employment _____

Occupation _____

Address _____

Phone _____

Church presently attending _____

Address _____

Pastor's name _____

HEALTH

- Do you have any physical or mental limitations that would hinder your participation in camp activities? If so, explain.

- Do you have any contagious or communicable diseases that may endanger others? If so, explain. _____
- Allergies _____
- Are there special lodging needs that need to be considered?

LAND O' LINCOLN CAMPING EXPERIENCE

Number of years on staff at Land O' Lincoln? _____ C.I.L.T. Grad? _____

Positions held: _____

Other camping experience _____

Are you able to perform those functions of the job for which you are applying? _____

Which position below are you applying for? (please check) Please note that all positions are assigned at the discretion of the Director; please mark what you prefer.

- _____ Cabin counselor
*Age group: _____ (1st choice) _____ (2nd choice)
- _____ Division Director
*Age group: _____ (1st choice) _____ (2nd choice)
- _____ Weekend Staff _____ Business Manager
- _____ Activity Director _____ Nurse (R.N.) _____ Assistant Nurse

Please answer the following questions on the backside of this paper or on a separate sheet of paper.

- Write a biographical sketch, including specialized training in camping, and experience or training in other fields which might have a bearing on the position(s) for which you are applying.

FIRST TIME APPLICANTS:

- Have you accepted Jesus Christ as your Lord and Savior? Please describe your salvation experience and tell us what it means to you.
- Would you feel comfortable leading a camper to Christ? What method would you use? How would you help a camper understand what it means to be a Christian?

ALL APPLICANTS:

- Describe your primary reasons for applying to serve at Land o' Lincoln and the strengths and contributions you will bring to this ministry.
- How has your life been different this year because of your faith?
- What would you tell a camper to help them accept the challenge to live their life for Christ?

PAST YOUTH WORK

- List previous church work involving youth during the past 10 years. Include dates of work, church's name and work performed.
- List any previous non-church work involving youth during the past 10 years. Include dates of work, organization's name

OTHER

Harassment. The camp’s policy is to prohibit all forms of harassment by our employees. This includes sexual, racial, religious, and other forms of harassment. Have you ever been accused of harassment of any person including, but not limited to, workplace harassment? (Note: a prior accusation is not an automatic bar to employment. The type of accusation and when it occurred will be evaluated by the camp before any decision is made.)

Yes No

If yes, please explain _____

Criminal Record. Have you ever been convicted of a crime, other than a minor traffic offense? If yes, please describe. (Note: a prior conviction is not an automatic bar to employment. The type of conviction and when it occurred will be evaluated by the camp before any decision is made.)

Yes No

If yes, please explain _____

ACTIVITIES

Below is a list of activities that can be offered during the camp week. Please put an L in the blank if you desire to lead the class and an A if you desire to assist.

- | | | | |
|-----------------------------------|--------------------------------------|---|--|
| <input type="checkbox"/> Riflery | <input type="checkbox"/> Drama | <input type="checkbox"/> Pottery/ceramics | <input type="checkbox"/> Hiking |
| <input type="checkbox"/> Archery | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Drawing/painting | <input type="checkbox"/> Campcraft |
| <input type="checkbox"/> Swimming | <input type="checkbox"/> Puppetry | <input type="checkbox"/> Leathercraft | <input type="checkbox"/> Outdoor cooking |
| <input type="checkbox"/> Canoeing | <input type="checkbox"/> Music | <input type="checkbox"/> Candlemaking | <input type="checkbox"/> Outdoor living skills |
| | <input type="checkbox"/> Games | <input type="checkbox"/> Woodworking | <input type="checkbox"/> Birds/Flowers |
| | <input type="checkbox"/> First Aid | <input type="checkbox"/> Beading | <input type="checkbox"/> Insects/Animals |
| | <input type="checkbox"/> Photography | <input type="checkbox"/> Basketry | |

Please list any activities not listed above that you would be interested in teaching or assisting in at camp. Could you provide lesson plans for this activity?

Please list any activities that you have no desire to lead or assist in:

Are there any activities you are interested in, but need to be trained or have further training? If so, what are those activities?

What are your current certifications? Please bring these with you to camp.

- CPR/First Aid
- Lifeguard
- Archery
- Riflery
- Canoeing
- Other: _____

The information above will be given to the Activity Coordinator who will be in touch with you concerning your activity assignment. Activity procedures and policies will be covered at Pre-Camp.

REFERENCES: PLEASE PROVIDE AN E-MAIL ADDRESS FOR EACH REFERENCE!

Provide contact information for three references. Each must meet the following criteria:

- Is over 18 years old
- Is not related to you
- Has observed you around minors
- Has known you for more than one year, and
- Has a definite knowledge of your character.

Please make sure that one of your references is a pastor or ministry staff person from your church.

Name _____ Length of time known _____
Nature of association _____
City and state of residence _____
Home phone _____ Work phone _____
E-mail: _____

Name _____ Length of time known _____
Nature of association _____
City and state of residence _____
Home phone _____ Work phone _____
E-mail: _____

Name _____ Length of time known _____
Nature of association _____
City and state of residence _____
Home phone _____ Work phone _____
E-mail: _____

PREVIOUS ADDRESSES. If you have lived at your current address for fewer than seven years, provide information on all addresses during that period.

Address _____
City/State/Zip _____
Dates _____ to _____

Address _____
City/State/Zip _____
Dates _____ to _____

STAFF AGREEMENT

Applicant must sign this application before approval can be considered.

- By signing this STAFF AGREEMENT, I understand that I am agreeing with the **CAMP CEDARBROOK "Statement of Faith"** and will abide by the **CAMP CEDARBROOK PERSONNEL POLICIES**.
- I understand that it is my responsibility to make every effort possible to attend all training (including the Pre-Camp Training as described in the enclosed letter) that is required by the Camp Director and the American Camp Association. If it is impossible to attend required training, exceptions can be made **ONLY** by the Camp Director.
- I understand that being a volunteer **CAMP CEDARBROOK** staff member means serving and cooperating with the Director and other staff members as “unto the Lord”, obeying camp policies and sacrificing personal desires in the interest of the campers. My chief aim will be to make the Lord Jesus Christ real in my life as I live with others.
- I authorize investigation of all statements herein, including any checks of criminal records, and release the camp and all others from liability in connection with same. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated camp official. I also understand that misrepresentations or falsifications herein or in other documents completed or submitted by the applicant will result in dismissal, regardless of the date of discovery by the camp.

Applicant’s Signature:

Date:

Please return the completed application and
this signed Staff Agreement to:
Charmaine Freeze, 5828 W Colt Drive, Peoria, IL 61607

Please keep the Statement of Faith and Personnel Policies for
your personal reference.

CAMP CEDARBROOK

SPIRITUAL STANDARD AND STATEMENT OF FAITH

Spiritual Standard

All camp board and staff members - and workers in any capacity - shall be those who are committed to Christ and his service and seek to manifest the kind of life expressed in Romans 12:10-12: *“Be devoted to one another in brotherly love; give preference to one another in honor; not lagging behind in diligence, fervent in spirit, serving the Lord; rejoicing in hope, persevering in tribulation, devoted to prayer.”* (NASB)

Statement of Faith

- We believe in one God, eternally existent in three persons: Father, Son, and Holy Spirit. John 14:16-17, Matthew 28:19.
- We believe that Jesus Christ was begotten by the Holy Spirit, born of the Virgin Mary, and is true God and true man. Matthew 1:18-23.
- We believe in the Scriptures of Old and New Testaments as verbally inspired by God and inerrant in the original writings, and they are of supreme and final authority in faith and life. II Peter 1:20-21, II Timothy 3:16-17.
- We believe that man was created in the image of God; that he sinned, and thereby incurred, not only physical death, but also that spiritual death which is separation from God; and that all human beings are born in sin and that this sinful nature is the origin of all sinful acts in thought, word and deed. Genesis 1:26, Romans 5:12, Isaiah 59:2, Romans 6:23.
- We believe that the Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in him are justified on the ground of his shed blood. Romans 5:8-9.
- We believe that all who receive by faith the Lord Jesus Christ was born again of the Holy Spirit, and thereby become children of God. John 1:12, Romans 8:9.
- We believe in the bodily resurrection of Christ and his ascension to Heaven, and in his present work as High Priest and advocate. I Corinthians 15:3-4, Hebrews 4:14-16.
- We believe in the personal return of Jesus Christ. Acts 1:11, I Thessalonians 4:16-17.
- We believe in the bodily resurrection of the just to everlasting blessedness, and the unjust to everlasting punishment. Acts 24:15, Revelation 20:15, Romans 6:23.

Doctrinal Position

Camp Cedarbrook serves many denominations and individual churches, and has purposely kept its doctrinal statement confined to the basic tenets of the faith. Because of the numerous doctrinal positions held by our constituency, we ask that the gifts of tongues and healing not be practiced or promoted while at camp.

PERSONNEL POLICIES

GENERAL

Personal commitment to Jesus Christ is the primary prerequisite.

In compliance with applicable federal laws, Camp Cedarbrook provides equal opportunities to applicants without regard to race, color, sex, national origin, age, disability, or veteran status.

Each staff member shall receive and sign the staff agreement signifying they also agree with the statement of faith and personnel policies.

Each staff member is to attend pre-camp training, unless excused by the Camp Director.

Age specifications for counseling positions are: minimum of 18 years of age or has completed one year of college or its equivalent, or is a CILT graduate.

All staff must submit completed health card upon arrival at camp.

Married couples may serve on staff together. Engaged or dating couples must serve during separate weeks of camp.

The Director must approve any exceptions to these policies.

PERSONAL CONDUCT:

Each staff member will contribute to an atmosphere that provides opportunity for campers to come to know Jesus Christ.

In order for camp to function smoothly, it is necessary for each staff member to recognize her/his specific area of responsibility and operate within the job description and the established lines of communication.

Recognizing the effect of tobacco, alcohol, and narcotics on an individual, and realizing our responsibility to the churches and children we serve, use of and possession of these must be prohibited. Recognizing the individual differences in our culture, and realizing our responsibility to the churches and children we serve, we require all staff and campers to remove all body piercing jewelry, other than earrings, during camp. As much as possible, we ask that any tattoos be covered in respect to the variety of churches and children we serve.

Each staff member must attend and be ON TIME to ALL staff meetings, including Bible study, prayer time, and one divisional meeting daily.

Because of our doctrinal agreements with churches to proclaim the basics as stated in our Statement of Faith, we ask that all staff refrain from teaching or practicing speaking in tongues while at camp.

The health and welfare of the campers is the responsibility of each and every staff member. Each staff member is expected to take every care to protect the privacy and person of each camper. Physical punishment or any sexual contact between staff and campers is inappropriate and will be grounds for dismissal. Cautions should be taken any time a staff member is alone with a camper (outside of the view of other staff members). This is for the protection of the camper and the staff member, as well as the camp.

Our policies on Child Abuse and Harassment are covered in more detail in our Staff Manual.

CONDITIONS/CAUSE FOR DISMISSAL

Any of the following will be deemed adequate cause for dismissal:

- 1) Failure to conduct oneself in a Christian manner with peers, parents, campers, or supervisors
- 2) Failure to abide by the Statement of Faith and Spiritual Standards signed by each staff member
- 3) Failure to abide by the Personnel Policies
- 4) Failure to carry out responsibilities. This will be explained verbally and in writing.

Substance Abuse Policy: Our policy is to have a work force free from alcohol abuse or the use of illegal drugs. Any volunteer or employee who violates this policy will be disciplined. This may include termination, even for a first offense. We strive to provide a safe and healthy work environment, free from the use of illegal drugs* and abuse of alcohol and set forth the following rules: (1) Employees and volunteers may not consume alcoholic beverages or take illegal drugs on our premises; and, (2) Employees and volunteers may not report to work under the influence of drugs or alcohol. If you are convicted under any federal or state criminal drug statute, you must notify an officer of the camp within five (5) days. This will be grounds for termination. *Legal drugs include prescribed and over-the-counter drugs, which have been legally obtained and used for the purpose for which they were intended. Illegal drugs include any drug which is not legally obtainable, which may be obtainable but has not been legally obtained or which is being used in a manner or for a purpose other than as prescribed. (This form was provided by Lawoffice.com and reviewed by the camp's attorney. Policy was approved on 4/22/2006, by the Camp Board.)

I shall endeavor to understand and faithfully interpret the camp philosophy, objectives, and goals in my relationship with campers and all staff.

I shall conduct myself in an exemplary manner, recognizing that I am an adult role model for my campers.

By my behavior, I will always try to demonstrate high moral values.

I recognize that my conduct when I am away from the camp premises also reflects on the camp.

The campers have rules that we must also adhere to: no sandals, no tube tops, and no swimsuits worn in the dining hall. Let's set the example for all our campers!

I shall always seek to be truthful, honest, and fair in my communication and interaction with campers and all staff including Directors.

I accept the challenge of helping my campers increase their awareness of and responsibility to others and to the world of nature, helping them gain in self-confidence and self-concept, and of teaching them new skills.

I accept the challenge of helping campers grow in their relationship with Jesus Christ.

I shall refrain from abusive language and any form of corporal punishment or embarrassment in my dealing with campers and staff.

Remember: These policies are for the good of our camp. As a staff member, you have an obligation to keep these policies even when you think there is a good reason for not doing so.

(1997, rev. 6/99, 6/01, 4/06, 2/07, 2/09, 2/11)