

camp collide

... a week-long summer missions
experience for youth and adults

2010 Staff Application Packet

revised 1/21/2010

Camp Collide exists to provide opportunities for youth and adults, as a community, to serve and share the love of Jesus with folks who are in need. We have two camps - one in New Orleans, LA, and the other in the Upstate of SC. Each camp seeks to serve in the community the best we can. In New Orleans, that's helping folks continue to rebuild after two major hurricanes devastated the area. In Upstate SC, that's helping elderly and impoverished folks repair their home and give them a fresh start.

Two camps,
One Mission

Through both camps, we seek to bring light into places of darkness... to bring the hope of Jesus to people who need some good news. We hope you'll join us!

who comes to camp collide?

Youth and adults from all over the country come for a week-long mission trip to serve together in community with other groups from (you guessed it) all over the country. We serve families that are in need - whether it's from longstanding poverty or from a devastating hurricane.

what do people do at camp collide?

We strive to serve as a community - by the Way of Jesus. It may seem odd that we use the word "community" since you're only here for a week, but that's exactly what we seek to create during your time at camp. Not only will you be serving some amazing families, but you'll be serving alongside others from around the country who you're also growing with!

Each morning, we wake, eat, and have a bit of guided quiet time. Then we go and pour out our love. All day. In the evening, we shower (most of the time), eat (very important), exercise whatever muscles we didn't use during the day, and praise together our awesome God.

when does this happen?

During the summer! All staff will report to staff training week on May 28 (which will be in Upstate SC). After a rigorous week-long training, each camp staff will get to work preparing for campers and getting their camp ready to go! We have four weeks of campers during the summer. There is one week in between all weeks with campers to allow the staff a few days off as well as time to prepare for the next week of campers. All staff will come back to Upstate SC the first of August and summer staff ends August 3.

Is this a paid summer job?

Yes. But - you should be aware that we expect you to help raise funds for Camp Collide to happen. We call this a "partnership" amount that every staff person is expected to raise so that we can operate. We have found in the past that staff who really work to raise their partnership amount from friends, family, their church, and others usually meet or exceed their partnership.

where will I be if I'm on staff?

You, along with 4-5 fellow staff, will be leading a camp either in Upstate SC or in New Orleans, LA. On your application, you'll have an opportunity to select which location(s) you're willing to serve at. Being available to serve at either location is helpful, but not required.

what are the minimum requirements to be on staff?

- Must be currently active in the Christian faith, preferably through a church congregation and/or campus ministry.
- Must be available for training and employment from Friday, May 28, 2010, through Tuesday, August 3, 2010.*
- Must be a high school graduate and 18 years old by 6/13/10.
- Must have a current, valid drivers' license.
- Must have current First Aid/CPR certification through 8/3/10.^
- Must submit to a criminal background check.
- Must adhere to Camp Collide personnel policies.**

*Camp Directors must be available starting 5/24/10 and will be expected to work up to three weekends from March 2010 through May 2010.

^Camp Collide will provide an opportunity for First Aid/CPR training around mid-spring 2010 in the Clemson-area of SC.

**If you would like to see a copy of our personnel policies prior to hiring, please request a copy from the Camp Collide office.

Inside this spiffy packet is.....

how much staff get paid

what staff do at Camp Collide

FAQ (the answers)

the application

(and where to send it)

how to track us down if you have more questions

how to apply!

How much will I get paid?

Our pay scale depends on the job level and experience in that job. For 2010, our pay scale is...

Camp Director	1st year: \$2,100 2nd year: \$2,200
Assistant Director	1st year: \$1,950 2nd year: \$2,000
Counselor	1st year: \$1,800 2nd year: \$1,900

At three times during the summer, each staff member will receive \$50. At the close of the summer (8/3/09), each staff member will receive the balance of their salary (total minus \$150). Mileage reimbursements will also be given on 8/3/09.

Vehicle/Transportation Information

Camp Collide employees drive quite a bit during the summer. If hired, it may benefit you to try and procure a vehicle capable of hauling some building materials; this is especially useful for field coordinators. Pick-up trucks are outstanding vehicles to have in camp, regardless of staff position. It has been our experience that staff vehicles are subjected to a fair amount of wear during the summer. We place a great deal of emphasis on caring for the vehicles used by staff - whether they are personally-owned or Camp Collide-owned. (See expenses section for more information about driving your own vehicle.)

The ability to provide a vehicle for yourself during the summer SHOULD NOT impact your decision to apply for staff. We hope to own at least a few fine, donated vehicles by the summer. We will be happy to lend you one of our vehicles to use during the summer, if necessary. Our primary concern is hiring the best people for the jobs - the vehicle situation will take care of itself. God will provide.

Expenses during camp

While you're on staff, we will feed you all meals and give you a place to sleep. We'll also provide you with a pretty awesome supply of Camp Collide t-shirts to expand your wardrobe. You will be responsible for your own personal needs (like toothpaste, soap, towels, and the like).

We will also provide gasoline for all vehicles used for *camp business*. In addition, for staff-owned vehicles, we will reimburse you \$0.16 per mile (up to a reasonable amount) for the wear on your vehicle.

Each staff member will be responsible for maintaining accurate records of expenditures!

Partnerships/Fundraising

Everyone on staff is required to raise funds to help support our ministry. We are a non-profit organization. This means we operate primarily on donations; without them, we couldn't be in ministry! We consider the job of a summer staff member much like that of a missionary - who often have to raise a portion or all of their support for their mission.

The thought of raising a bunch of money can be a frightening one. Don't let this keep you from applying for staff. It is MUCH easier than it may sound now and we are here to help you along the way. We have found in the past (with our ministry and with others) that those who start on-time and really seek to raise the partnerships meet or exceed their goals.

The partnership amounts for 2010 are \$1,000 for counselors, \$1,150 for assistant directors, and \$1,300 for directors.

Camp Collide will provide assistance in raising partnerships in the form of materials, guidance, and sample letters. Staff will also be able to work together to raise their Partnership through fundraisers, etc.

About our camp locations...

NEW ORLEANS, LOUISIANA

Most of us remember late August 2005 as Hurricane Katrina slammed the Gulf Coast and flood waters filled the New Orleans metro area - then sat for weeks until Hurricane Rita re-flooded most of the city for a few more weeks.

It's been over three years, but people still need help. First it was cleaning, now it's rebuilding. Thousands of residents are still struggling to rebuild their homes and move back to a sense of normal after living in a tiny trailer for years.

This camp is located in the New Orleans area, and we serve throughout the three parishes that make up metropolitan New Orleans. These are some of the worst-hit areas in New Orleans.

Work teams will help to paint, hang drywall, sand drywall, mud & tape drywall, install flooring, and complete yardwork.

UPSTATE SOUTH CAROLINA

It's hard to believe in such a beautiful part of the country - where mountain streams meet grassy valleys - such need exists. Within this area, hidden down backroads far from city life, are thousands of families who live in poverty and need a helping hand and a lot of love.

Wheel-chair bound people have no way of leaving their home without great trouble. Elderly folks have dilapidated porches and overgrown yards. Single mothers desperately need help painting their home.

Throughout Oconee, Pickens, western Greenville, and northern Anderson counties, we seek to help these people who live in need and bring them a bit of hope and joy.

Work teams will build wheel chair ramps, repair porches, paint homes, rake leaves, and complete yardwork.

What is required of summer staff during the spring?

During the spring (following interviews and staff selection), all summer staff will be provided several packets of materials. These packets will include information about Partnerships (resources to help you raise money, suggestions, etc), our staff book, and important information about where to be when, etc.

You will need to take time as soon as you receive each packet to figure out your plan to raise Partnerships. This can include sending letters to friends/family, speaking at your church, and contacting local businesses for support. Don't delay! Staff members who start on-time usually have a much easier time raising their Partnership.

You'll need to make time to read the staff book during the spring. Do not wait until the last minute! We'll discuss the book during staff training and throughout the summer. You won't need to memorize it, but you need to understand it and remember it.

Last but not least - you should plan to attend First Aid/CPR training in mid-spring. You can attend a free training provided by Camp Collide (on a spring weekend) or you will have to seek certification elsewhere. We will provide information on places to get certified elsewhere, but it will be at your own expense.

What and where is staff training?

Staff training is an amazing time of learning, bonding, and growing in our faith! Directors come a bit early for training specifically for their jobs as leadership, but training for everyone begins on Friday, May 28. We will teach you everything you need to know to do your job well, including hands-on construction training, role-playing scenerios, worship times, and more.

Training will take place near Clemson, SC. Like at camp, your housing and meals are all taken care of. Because you'll go directly to camp from training, you'll need to bring everything you will need to training that you'll need for the whole summer.

Where do staff stay during the summer?

Staff quarters are separate from camper quarters because you will often be awake later than campers and wake-up earlier! Your quarters will consist of bunk-beds and space for your clothes, etc. Bathrooms and showers will be accessible as well. All of our staff quarters will be air conditioned and indoors.

Will I be able to get sleep this summer?

Yes and no. :) Training and camp weeks are very intensive. You will often find yourself only getting 6-7 hours of sleep during these weeks. However, in between training and camp weeks are planned rest periods where you can get *at least* 8 hours of sleep (hopefully more!) and catch-up on sleep.

How much sleep you get is really up to each staff. If you work diligently and get things done that need doing, you'll be able to get to bed on-time. If you goof-off and procrastinate, you'll find yourself up until the wee hours of the morning. Each staff will need to make a schedule for themselves complete with a task list and deadlines. If you stick to it and work hard, you'll be fine.

Do I have to be there the whole time?

It is highly recommended you plan to be at training or camp from May 28th through August 3. Exceptions are made on a case-to-case basis by the Executive Director, but should not be planned for. Anyone seeking a summer staff position should understand that you will be working as a part of a team the entire summer. When one part of that team disappears, it creates great strain on the rest of the team and hinders their ability to get the job done.

Likewise, we understand that life happens and emergencies will arise. If you know there is a time you definitely would have to leave, you have an opportunity to tell us about it on your application. Don't plan to be gone; if it's absolutely necessary, talk to us and we'll figure it out.

This year, for the first time, all staff will be given several "vacation days" during the off weeks. This will allow you time to visit family, rest, and take care of personal needs during the summer. We haven't yet determined the length of these times, but they will take place after camp weeks 1, 2, and 3, and last for at least two days.

Don't have friends or family near a camp location? Worry not! We have many relationships with wonderful folks in each area who are willing to give you a place to rest (away from camp) during each break. It may not be exactly like home, but it will be a place to relax and get away for a few days.

School

If you attend a college or university on the quarter system or you are a graduating high school senior and you are fearful that the end of your class schedule or graduation ceremonies are going to interfere with your ability to serve on staff, do not let that keep you from applying. We will do our best to work around these prior commitments. Please do share your scheduling conflicts and concerns NOW so that we may begin considering solutions if necessary.

Those applying for staff who will be entering a new college (or for the first time) following the summer: please realize that college orientation needs to be scheduled around your camp schedule. Most universities and colleges are willing to work with you when you explain the circumstances. If there is no way to attend orientation outside of your staff commitment, contact the office ASAP and we will work around this if absolutely necessary.

The moral of the story is - don't let these things keep you from applying, but contact our office AS SOON AS YOU KNOW THERE IS A CONFLICT!

First Aid/CPR

Basic First Aid/CPR certification is a requirement for employment and must be current through the end of camp (8/3/10). Camp Collide will provide a class, free of charge, in Clemson during a weekend in the spring of 2010. If you're available, we prefer you come to our class at that time. If you are unable to make that class, you must agree to obtain or renew your certification prior to the start of staff training.

More Questions & Answers

Hiring Process

Anyone seeking a summer staff position must fill out an application and get it to our office on time. Once staff applications are received, we will decide who will be invited for an interview and be in touch with each applicant.

Interviews will be in the winter. Following interviews, our interview committee will discern who will be the best staff for Camp Collide. We will then begin a process we call "staff selection" by calling each new staff member, beginning with directors, then assistant directors, then counselors. This process takes several weeks, but we aim for the entire staff selection process to be complete by the end of February.

Where is the application?

It is online on our website at www.campcollide.org.

Click on "Employment" and then you'll see a link called "Staff Application" up top. That's where to go!

If you have any questions, please contact our office using the contact information on the previous page.

References

On your application, you will need to provide three references. ALL information about these references should be completed. We will contact each reference for information about you between your application date and your interview date.

Your references should include the following for each reference:

- (1) A pastor, youth leader, or campus minister
- (2) A former employer (if unavailable, someone who can attest to your work ethic)
- (3) A teacher or professor

We will make every attempt to obtain a response from your references, but it is up to each applicant to ensure responses are received from references.



I have more questions...

If you have any questions at all, contact our office! You can reach us at:

By phone... (864) 653-3482

By email... info@tigersgo.org

By snail mail... PO Box 1106, Clemson, SC 29633

In person... 105-9 Wall Street, Clemson, SC 29633

(We're usually here 9am-2pm, Tuesday-Thursday, but we're a small organization and it's recommended to call before coming to make sure someone is here!)

Interviews

Once staff applications are received, they will be reviewed and decide who will be invited for an interview. Those selected for an interview will have their interview conducted on one of the following days (unless the interview committee finds it necessary to alter these dates):

Saturday, February 13
Sunday, February 14
Saturday, February 27
Sunday, February 28



Interviews will begin no earlier than 9 AM on Saturdays and no earlier than 1 PM on Sundays. Please ensure you indicate both first and second choices for your interview date on your application. If you are invited to an interview, we will make every effort to comply with your wishes. However, from time to time, it may be necessary for us to schedule interviews on dates other than those preferred dates. Please take into consideration that interview dates will be assigned with regard given to the date we receive your completed application; thus, the earlier we receive your application, the more likely you are to receive your first choice of interview dates. For those granted an interview, we will provide you the date and time of your interview (along with a map with directions to our office in Clemson), which you should receive by the Wednesday prior to your interview.

We recommend that interviewees make every effort to attend the interview in-person. Obviously, doing so allows you to make a greater impression on the interviewers. If, however, you are unable to attend in-person due to traveling distance or otherwise, your interview will be conducted using Skype, a free online video phone service. If you're unfamiliar with Skype, we'll work with you to get things set-up prior to your interview.

When is the deadline to apply?

All applications for interviews on Feb. 13 & 14 must be submitted online by 11:59 PM on **Tuesday, February 9, 2009**. All applications for interviews on Feb. 27 & 28 must be submitted online by 11:59 PM on **Tuesday, February 23, 2009**. Don't wait until then, though! Apply as soon as you can.

Our positions will be filled on a "rolling basis", so the earlier you apply the better off you'll be.

If you do not hear from our office by the Wednesday prior to your interview to confirm receipt of your application, please call us immediately to ensure we received your application. Avoid problems by submitting your application early!!!



2010 Camp Collide Staff Positions & Descriptions

The following are all of our staff positions we have available for summer 2010. Each includes a brief description and number of positions available. If you have any questions or would like further information about these positions, please call our office.

Camp Director

Reports to: Executive Director

Schedule: May 24-August 3, 2010 (plus 3 weekends in spring '10)

Positions available: two

Position Description: The Camp Director oversees and coordinates all activities of the camp and camp staff. They will lead, encourage, and manage the camp staff while facilitating good relationships with the local community and maintaining positive relationships with group leaders. Everything that happens in camp is ultimately the director's responsibility.

Duties & Responsibilities:

- Supervise cooks, junior staff, and kitchen/food operations
- Ensure that your camp is a Christian community that is excited, motivated, happy, organized, and cohesive
- Ensure the spiritual, social, emotional, intellectual, and physical needs of your campers and staff are met
- Help to establish and maintain contacts in the area for the purpose of donations of money, materials, and program resources
- Maintain control over staff, campers, kitchen staff, and all phases of the camp program. Share with them your vision of how camp should operate and where they fit into the vision.

Assistant Camp Director

Schedule: May 28-August 3, 2010

Positions available: two

Position Description: The Assistant Camp Director works with the Camp Director to manage the camp staff, lead and coordinate all activities, and ensure things stay on schedule.

Duties & Responsibilities:

- Lead planning of evening programs (worship, recreation, etc)
- Community relations & project referrals
- Coordinate canteen & t-shirt sales
- Ensure paperwork is completed and filed properly
- Organizing & maintaining program supplies
- Assisting the Camp Director

Counselor

Schedule: May 28-August 3, 2010

Positions available: six to eight

Position Description: Each counselor leads a "major group" of campers, which is about a third of the total campers. Counselors organize work sites during the day and, along with the other staff, lead evening programs. Counselors also assist with community relations, materials procurement, tool organization, and more.

Duties & Responsibilities:

- Lead a major group
- Assist work teams with tool & material needs
- Complete paperwork related to project sites
- Relate to work teams & promote enthusiasm
- Visit work sites during the workday
- Handle, maintain, & coordinate use of all program resources
- Estimate materials & create plans for each project

ALL Staff Positions

- Willingness and commitment to work long, hard hours
- Sensitivity and patience with local people, campers, & staff
- Serve as a caring listener to campers & fellow staff
- Be a model of the Christian spirit and lifestyle through actions, appearance, and attitude at all times
- Be a leader - you will lead discussions, activities, worship, and you will participate - completely and cheerfully - in all activities
- Realize that at times you must be a disciplinarian
- Realize you are a part of a TEAM.
- Be willing & prepared to help other staff with their duties
- Seek & obtain donations to meet budget & material costs
- Be flexible, unselfish, and self-denying for the good of all
- Make first visits to begin projects
- Be a good manager of resources (materials, money, food, vehicles, energy, and self)!
- Realize this list is not exhaustive - be prepared for anything. Basically, think, be prepared to work hard and long, and think "how are your actions making the Camp Collide experience better?"