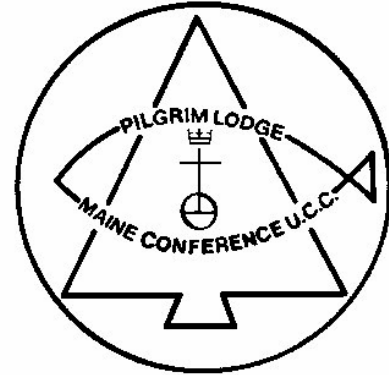


# PILGRIM LODGE SUMMER STAFF APPLICATION



You must be 18 years old by June of the summer for which you are applying

**Return Completed Application to:**  
 Director of Outdoor Ministries  
 Pilgrim Lodge  
 103 Pilgrim Lodge Lane  
 West Gardiner, ME 04345

**P**ilgrim Lodge is a ministry of the Maine Conference, United Church of Christ.

**THE MISSION OF THE MAINE CONFERENCE, UNITED CHURCH OF CHRIST,  
 OUTDOOR MINISTRIES COMMITTEE**

Our mission is to help young people and adults grow as Christians. We achieve this growth through week long experiences in group living involving exposure to the world of nature, helpful caring relationships, experiences of sharing, recreation, fellowship, and worship. By engaging in purposeful programming, campers and counselors broaden their understanding of God and the world. Together we seek to overcome fears and frustrations and to experience the joy of giving and receiving love. The camp community creates a life-style in accordance with Christian values, an openness to the Holy Spirit.



Staff members participate in all aspects of community life including cleaning, assisting weekly volunteer staff, and working to ensure a meaningful experience for campers, volunteers and co-workers. This is a rewarding and fulfilling way to spend a summer. You must be 18 years old by June to apply. Pilgrim Lodge is a drug free, alcohol free and smoke free facility. People from any race, color, sex, sexual-orientation, disability, religion, age, ancestry or national origin are encouraged to apply.

NAME \_\_\_\_\_

Date of Birth (optional) \_\_\_\_\_

Permanent Address (home):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Mailing or school address (if different):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Home Phone \_\_\_\_\_

Phone \_\_\_\_\_

e-mail address: \_\_\_\_\_

Which of the above addresses is your first preference for contact?       Permanent       Mailing/school

# PILGRIM LODGE STAFF APPLICATION

## POSITIONS FOR WHICH I AM APPLYING

You may check as many as you wish.

Job Descriptions are available for all positions. Call 207- 724-3200 Or email [pl@pilgrimlodge.org](mailto:pl@pilgrimlodge.org)

Camp Nurse

Chef

Kitchen Staff

Lifeguard

Arts and Crafts Director

Grounds and Maintenance

Office Assistant/Store Manager

Music Resource Director

Nurses must be licensed in the state of Maine.  
Nursing positions are available on a week by week basis.

Lifeguards must have Red Cross Sr. Lifesaving or equivalent by June

I am certified in CPR and my certification is valid through August  
(this is not required; uncertified employees will be trained and certified on site)

## PRESENT STATUS

Student - School \_\_\_\_\_ intended major \_\_\_\_\_

Year you expect to complete degree \_\_\_\_\_

Employee - Employer \_\_\_\_\_

Employer's phone \_\_\_\_\_

Other - Please explain  
\_\_\_\_\_

When are you available for an interview? \_\_\_\_\_

What location is more convenient for an interview  Pilgrim Lodge (W. Gardiner, ME)

Pennell Center (Yarmouth, ME)

## CHURCH AFFILIATION (OPTIONAL)

This is for our information, not a criterion for employment.

Church \_\_\_\_\_

Your involvement \_\_\_\_\_

# PILGRIM LODGE STAFF APPLICATION

The safety and well being of all participants in the Maine Conference UCC outdoor ministries program is of paramount importance. Please respond to the following questions.

- |   |     |    |
|---|-----|----|
| Do you use illegal drugs?   | YES | NO |
| Have you ever been convicted of a crime?<br>(other than traffic violations?)  | YES | NO |
| Is there anything about you that would have bearing on your ability or appropriateness to serve in any capacity involving working with, supervising, giving guidance to, or caring for children or youth? | YES | NO |

If you have answered YES to any of the above questions, please explain fully on a separate

Do you have any dietary concerns, health issues, physical limitations or medical concerns that might require special consideration? YES NO

If yes Please explain:

Staff Polo Shirt Size \_\_\_\_\_ (Please note that the polo shirts run much larger than t-shirts.)

Most Positions include a day off from 1:30 PM Saturday to 1:30 PM Sunday as well as one weekday. Please list the your order of preference (1 being highest) for your weekday off:

\_\_\_ Monday \_\_\_ Tuesday \_\_\_ Wednesday \_\_\_ Thursday \_\_\_ Friday

Staff members are allowed one full weekend off per Summer.

First weekend off preference (dates) \_\_\_\_\_, Second preference (date) \_\_\_\_\_

## REFERENCES

Please list the names, addressees and phone numbers of three people from whom you are asking references

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## DATES AVAILABLE

**The Pilgrim Lodge season runs approximately from June 10, 2002 – August 17**

\_\_\_ I am willing to commit to Pilgrim Lodge from June 10– August 17 of this coming summer

\_\_\_ I have the following conflicts with the above dates: \_\_\_\_\_

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**PILGRIM LODGE  
SUMMER STAFF APPLICATION page 4**

Please use additional pages, typed or word processed to answer the following questions. Use as much or as little space feel you need to fully answer each the following:

- Why would you like to work at Pilgrim Lodge?
- What camp experience do you have? Where? How did it influence you?
- What are your special skills and interests (including, but not limited to, sports, music, art)? Describe group activities you might lead around these interests.
- What special training do you have that will qualify you for the positions for which you are applying? (Include documentation). This may include CPR , First Aid, life guarding credentials, nursing license, culinary training.
- If you are hired for one position, will you help willingly when asked to assist with another aspect of community life?
- How do you hope to grow while working at Pilgrim Lodge this summer?

Please read each of the following statements and **initial** (do not simply check) to indicate you have read and understand them.

\_\_\_\_\_ I am aware that Pilgrim Lodge is a non-smoking facility.

\_\_\_\_\_ I am aware that alcohol is not allowed at Pilgrim Lodge. This includes alcohol in one's bloodstream.

\_\_\_\_\_ I am aware that illegal drugs are not allowed at Pilgrim Lodge. This includes illegal drugs in one's bloodstream.

\_\_\_\_\_ I am aware that sexual activity (between people who are not married to one another) is not allowed while at Pilgrim Lodge. Marriage is defined as a lifelong agreement of fidelity between two adults solemnized either by law and / or ceremony.

I have read an understand this application. I hereby affirm that the information I have provided in this application is accurate and correct to the best of my knowledge. I understand that some of the information provided may need to be verified and release from liability any person or organization that provides or acquires such information for verification.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Staff Covenant

As a member of the Pilgrim Lodge camp staff, I agree to the following standards of conduct in order to keep everyone who participates in the program safe and respected:

- I will be friendly and helpful to all campers, volunteer counselors, and deans.
- I will be respectful to other summer staff members.
- I will help in areas of camp work beyond my area of specialty.
- I will keep safety as my first priority, courtesy my second, creating a fun and wholesome camp atmosphere my third and efficiency my fourth.
- I will not use or possess illegal drugs at Pilgrim Lodge or enter the Pilgrim Lodge property under the influence of illegal drugs.
- I will not drink or possess alcohol at Pilgrim Lodge or enter the Pilgrim Lodge property under the influence of alcohol.
- I will read and abide by the Maine Conference's Sexual Harassment policy.
- I will not engage in sexual activity with another person at Pilgrim Lodge unless I am married to that person. (Marriage is defined as two adults who share a lifelong commitment of fidelity, solemnized by law, ceremony or both.)
- I will sign out of camp when I leave the premises.
- I will return to camp before 11:00 PM Sunday-Friday if I leave the premises.
- I will be respectful of my cabin mates and allow them to sleep after 11:00 or earlier if requested.
- I will get enough sleep to be alert and effective during the day.
- I will attempt to acknowledge cliques and keep them from becoming spirit breaking. I will include and attempt to get to know everyone on staff.
- I will get approval from the camp manager for any camp prank or practical joke, or if he is involved in the prank, the assistant manager. Such acts will not be spirit breaking or involve personal property.
- I will swim only during daylight at the waterfront during supervised times.
- I will resolve conflicts with others in a straightforward, honest and deliberate manner. If no understanding can be reached I agree to take the issue to a mutually acceptable third party to help resolve the conflict.
- I will work to better myself and to try to grow spiritually.
- I will work to build Christian Community among the summer staff and those involved in the program.



# Pilgrim Lodge

MAINE CONFERENCE - UNITED CHURCH OF CHRIST

103 Pilgrim Lodge Lane

West Gardiner, Maine 04345

TEL. 207-724-3200 FAX 207-724-3732

PL@pilgrimlodge.org www.pilgrimlodge.org

## Letter of reference for

\_\_\_\_\_ name of person being referred

Thank you for your time. You have been asked to act as a reference for the person listed Above who is applying for summer camp staff at Pilgrim Lodge, a church camp in West Gardiner Maine. Please complete the form below and feel free to comment openly. Please return the form to the individual listed above or mail it directly to:

Director of Outdoor Ministries  
Pilgrim Lodge  
103 Pilgrim Lodge Lane  
West Gardiner, ME 04345

Person making the reference:

Name \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ Fax \_\_\_\_\_

e-mail address \_\_\_\_\_

How long and in what capacity have you known the person applying for camp staff?

\_\_\_\_\_

*Please complete and sign the reverse side.*

Thank you for your help.

Pilgrim Lodge reference for \_\_\_\_\_

Please check one column for each of the following attributes concerning the individual you are referring:

	Excellent	Very Good	Accept-able	Question-able	Poor	don't know
Character/integrity						
Responsibility						
Emotional stability						
Relationship to others						
Judgment						
Leadership						
Work habits						
Dependability						
Initiative						
Response to supervision						
Ability to accept criticism						
Attitude						
Maturity						
Appropriateness to work with children						

What are this person's strengths and growth areas?

Is this person appropriate to work with children and youth?

What unique talents or abilities does this person have?

How would this person enhance life at summer camp?

Feel free to offer any other comments or thoughts about this person.

May we call you about this reference?      YES      NO

Signature \_\_\_\_\_ date \_\_\_\_\_