

Dear Prospective Applicant,

Thank you for your interest in becoming a part of our summer ministry team at Promise Ranch Ministries. It is a huge responsibility to serve hundreds of campers and their families each summer. Promise Ranch is entering our seventh year serving the community and impacting lives through the love of Christ by providing a safe, fun, and unique opportunity based around God's amazing love and gift to us.

Our summer staff is the heartbeat of ministry! Without them, it would be impossible for us to do what we do and to reach hundreds of camper's lives each year. This is why we strive to hire the absolute best staff possible each summer. We are seeking enthusiastic young men and women who are committed to growing in their relationship with Christ by living out the Gospel each day, who have a heart for serving and reaching the youth of today, and who love to just have fun and embrace the wild outdoors! Our staff sets the stage for the kind of experience that each camper will have when they visit Promise Ranch.

It is an absolute honor that we take very seriously to be entrusted with the care, instruction, and responsibility of these children. Staff members are constantly called on to sacrifice their own interests and time to put campers' welfare and interest above their own. Before applying, take some time to search your heart and prayerfully consider how the Lord may have you serve here at Promise Ranch Ministries. Summer can be very intense, physically and emotionally. While there are rest periods, much of the days are spent outside in the elements while actively leading activities, interacting, and engaging with the campers. Serving on Promise Ranch staff can be tremendously rewarding through building relationships and your own spiritual growth; however, the biggest reward is found when you put others first above yourself and have a servant heart. The return is far greater than any of us can ever express.

Please pray and read through the following information carefully. We are excited about what God has planned for this coming year, and we are praying for Him to bring us a great team of staff that will help serve Him! If you have any further questions about a position, the camp, or the application process, please call the Ranch at 717.463.0113 or send an e-mail to prm@promiseranchministries.com. We look forward to getting to know each of you and having you be a part of the Promise Ranch Summer Staff.

In His Service,

David Rowe

Executive Director

The Mission of PROMISE RANCH

To spur children and families to find their identity in Christ.

We accomplish this mission through,

Camping Experiences
Retreats
Outreach Events
Community Interaction
Building personal Relationships
Discipleship

The Vision of Promise Ranch Ministries

To create an opportunity for families to experience
the gospel be empowered by the Holy Spirit and connect with the outdoors and ranch life.

Core Values of Promise Ranch Ministries

Spiritual Integrity (Psalm 101:2 NLT)
Relationships (1 Thessalonians 5:11 NLT)
Sharing the Love of Christ (1 John 4:7 NLT)
Living Biblically (2 Timothy 3:15-16 NLT)
Strengthening Families (Acts 16:31-34 NLT)

STATEMENT OF FAITH – WHAT WE BELIEVE

We believe the Holy Bible to be the inspired, infallible, and inerrant word of God.
1 Tim 3:16-17, 2 Peter 1:21, Cor. 2:13, John 10:35, Deut. 29:29

We believe that there is only one God existing in three persons: The Father, Son, and Holy Spirit.
Cor. 8:4, John 4:24, Gen. 1:1, Col. 1:16-17, Matt. 28:19

We believe that we are saved by God's grace alone through the shed blood of Jesus by trusting Jesus Christ as our personal savior for forgiveness of sin.

Eph. 2:8-9, Cor. 15:3, Acts 16:31, Romans 10:9, Acts 3:19, Romans 3:28, John 3:16

We believe that God expects every believer to obey him, in every area of our lives. This should be increasingly evident by the fruit of the spirit as we grow in Christ. Our goal is to be conformed to the image of Christ.

John 14:21, 2 Cor. 10:4-5, Gal. 5:22-23, 2 Cor. 3:18, Matt. 22:37-40, John 2:15-17,
Hebrews 12:5-14

We believe in the imminent, premillennial return of Christ to take his people with him immediately while unbelievers will face separation from God in Hell.

John 14:3, Thess. 4:16-17, Rev. 11:15, Cor. 15:20-23, Phil. 1:23, Romans 8:1, 2 Cor. 5:10, Rev. 20:11-21:5, Romans 2:11

PRM STAFF EXPECTATIONS AND POSITIONS

All Staff are required:

- To be at least 14 years old for Jr. Counselors, and BITs (Barn in Training) and 16 years of age for Senior Counselor and Wrangler positions.
- To have a commitment to Christ, desire to serve Him and excited for the opportunity to share their faith.
- A genuine love for children and be able to always place the needs and safety of the campers first.
- Must seek to glorify God in the way that they live, present themselves, and interact with others.
- Limit the use of cell phones and other media devices to times off away from campers and activities going on.
- Abide by the policies and beliefs of Promise Ranch Ministries during their time at the Ranch.
- To follow and abide by the Dress Code this includes clothing that is modest and appropriate for the occasion T-Shirt and fingertip length shorts for all counselors and t-shirts, jeans, and boots for all Barn Staff (PRM t-shirts preferably)
- Inappropriate language not permitted as it is not fitting for Christian witness and testimony.
- Smoking, drinking, and using drugs are not permitted on or off the grounds while serving on staff, for reasons of health, safety, and Christian witness. Anyone caught engaging in these activities is grounds for automatic dismissal.
- Must be patient, dependable, responsible, caring and can be flexible and go where help is needed.
- All summer counselors **must** complete 1 week of Staff Training June. 13-17, 2022
- All Barn Staff **must** complete the MMR Wrangler Clinic June 3-4, 2022
- Provide own transportation to and from Promise Ranch.
- Be on time for Staff Devotion 7:30am.
- Sr Counselors and Wranglers will receive a stipend of \$130.00 per week of service and may seek additional support for these positions.
- Jr. Counselors and BITs (Barn in Training) these are volunteer positions.
- Able to communicate, any changes to your expected schedule, let us know in advance if something comes up .
- Bring our Lunch and water bottle.
- Summer Staff is required to commit to **ALL** camps in their category of service. (Sr. Counselors and Jr. Counselors **must** commit to all General Camps and may be asked to serve at an Overnight Camp and our Dutch Days Event.) (Wranglers and BITs **must** commit to all Horse Camps and Our Dutch Days event.)

Application Process:

1. Complete and sign the written application form returning it to Promise Ranch.
2. Provide at least 3 references with a copy of the reference form asking that it be returned directly to Promise Ranch. (2 Non-family and 1 Pastoral)
3. Must obtain Clearances if 18 and over: Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal Record Check and Federal Bureau of Investigation Criminal Background Check (fingerprints). (Still free for Pa Child Abuse History Clearance and Pa State Police Criminal record check for volunteers) We recommend that you schedule your Federal Check/prints with Identogo at <https://www.identogo.com/> (these clearances are good for five years)
4. Mandated Reporter anyone 18 and over is required to obtain their mandated reporter certificate when working with children. (Free and easy to do go to <https://www.dhs.pa.gov/keepkidssafe/Pages/default.aspx> and follow the instructions)
5. Any one 14-17 we do require that you obtain your Pa Child Abuse History Clearance and your PA State Police Criminal Record Check. (Free to Volunteers, just type in clearance names, and follow the prompts, only takes about 10 mins.)
6. Include personal essay on any past camp experience, why you want to serve here at PRM, your journey as a Christian and why you would be a terrific addition to the PRM family . (See page 7)
7. A personal interview will be scheduled with our team after reviewing your application and references.
8. Finally, you will be notified of our decision and your position.

Compensation Summer Missionary Opportunity

To qualify you must:

- Must be accepted to PRM Summer Staff (*excludes Jr. Counselors and Bits (Barn in Training)*)
- Must sign up and complete a minimum of all weeks of your designated camps.
- We will provide you with a letter to mail out to your friends, family, and Church asking for support. Just like any missionary who may travel to another country to work, your compensation will come directly from the funds you raise. This is not a requirement but for our staff members that need to earn money during the summer. This is a way that PRM can assist you as we grow this ministry together.
- In the letter it will talk about what you will be doing, how long you have committed to serve and the amount we suggest for the position that you have requested. The money raised will come directly to PRM and put into an account for each individual Summer Missionary. At the end of the summer a stipend check will be sent to you, pending your completion of the time that you have committed to serve in your agreement. In the event that your agreement is breached, and you do not fulfill your obligation, or you have been dismissed from PRM, all of the money raised will be forfeited to PRM and will be placed into a Scholarship Fund.

Positions that Qualify for Summer Missionary Support

Camp Counselor: Minimum Age 16

Responsible for ensuring that camper's ages 5-17 have a fun and safe time, while sharing with them the love of Christ in both word and actions. Responsibilities include: upholding and enforcing rules of the camp to protect the health and safety of fellow staff members and campers, attend and sit with your campers at all meals and functions, complete required paperwork when needed, lead & teach devotions, assist in assigned daily activities, and ministering to the needs of others over physical, emotional, and spiritual needs over one's self.

Head Wrangler\Wranglers: Minimum age 16

We have a growing horse herd and are beginning to integrate equine activities into each week of the summer! You will work under the Head Wranglers and Horse Program Director spending most of your days at the barn, in the arena, or caring for our herd and assisting campers. The responsibilities can include but are not limited to: aiding in arena and ground lessons, doing work projects, helping with the daily upkeep and care of the facility, horse care, equipment care, ensuring the safety of campers before, during, and after all rides and equine events.

Media – Photographer/Videographer: Minimum age 16

Take pictures of every aspect of camp life, Attend and photograph all camp activities on a rotating basis, Edit and upload photos to website and Facebook daily, create a photo slide show for closing ceremony and a DVD families may purchase of each camp. This position is support only.

Activities Coordinator Assistant: This Position has been filled

Work one-on-one with the program director to design and run activities with the campers. You will be responsible for helping maintain and keep all craft supplies and activity equipment organized and notifying the Program Director of any items that need restocking including but not limited to craft time, team building, field games, and all other optional activities that campers may participate in. Be available as a substitute counselor when needed.

Camp Nurse: Recommended – LPN / RN

If you are an adventurous LPN/RN who loves kids, this might be the job for you! The camp nurse is responsible for distributing daily medications, maintaining the health station and First Aid Kits, being on-call for emergencies, and taking care of common health needs that arise with camp life such as bee stings, bug bites, and scraped knees. This position is support only.

House Keeping :

Experience is helpful but not essential. Must be willing to be flexible, follow instructions, and work with other staff members. Assist with daily upkeep of the facility including but not limited to housekeeping, disinfecting surfaces, dusting, moping, and sweeping. This position is support only.

Grounds Keeping: (Must be 16 or over)

Some experience is required. Help us honor God by the way our property appears and is maintained. This includes cutting the grass, painting, weed pulling, tree trimming, road and trail maintenance, arena maintenance, including but not limited to construction or work projects that may arise. This position is support only.

Promise Ranch Ministries Summer Staff/Missionary Application

Staff/Missionary Information

First Name	Middle Initial	Last Name
Mailing Address		
City	State	Zip Code
Home Phone:		Mobile Phone:
Email Address:		
Male or Female	Date of Birth:	Age:
Shirt Size: <i>(XS, S, M, L, XL, XXL)</i>		Check If Returning Staff
Position applying for:		

Emergency Contact Information

First Name	Middle Initial	Last Name
Mailing Address		
City	State	Zip Code
Home Phone:		Mobile Phone:
Email Address:		
Relationship to Volunteer:		

Church Information

Church Name	Pastor's Name:	
Mailing Address		
City	State	Zip Code
Phone:	Email Address:	

School Information

School Attending	Grade this coming fall:
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Current Work Experience

Employer	Position
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Clearances / Certifications - *Circle all that apply and attach copies of certifications and clearances*

Certifications:	First Aid	CPR	Lifeguard Certificate	State Police Criminal Record Check	PA Child Abuse History Check	FBI Criminal Background Check	Mandated Reporter Certificate
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Summer Commitment:

Please Note: When signing up, you must commit to the entire section either the General Camp Section for Jr. Counselors and Sr. Counselors or Wranglers and Bits for the Horse Camp Section.

Please note: Sr. Counselors and Wrangler Not all Time is eligible for stipend (eligible time in blue), however may be eligible for support. We are requiring complete section time commitment.

General Camp Section	25-Day Commitment
Dates:	Camps/Training
June 13-17, 2022	Camp Training Week (5 days)
June 27-29, 2022	Lil Buckaroos Camp (3 days)
July 4-8, 2022	Wrangler Camp (5 days)
July 18-22, 2022	Bronc Busters Camp (5 days)
July 27-30, 2022	Dutch Days Event (4 Evenings)
August 4-6, 2022	Boys Only Overnight Camp (3 days/2 nights)
August 11-13, 2022	Girls Only Overnight Camp (3 days/2 nights)
Horse Camp Section	31-day Commitment
Dates:	Camps/Training
June 3-4, 2022	MMR Horse Training Clinic 2 days
June 13-17, 2022	Camp Training Week 5 days
June 20-24, 2022	Pony Express Camp 5 days
June 27-July 1, 2022	CRC #1 /Saddle Buddies Camp 5 days
July 4-8, 2022	CRC#2 /Bits and Bridles Camp 5 days
July 11-15, 2022	Frontier Riders Camp 5 days
July 27-30, 2022	Dutch Days Event 4 evenings

X	Other Opportunities to Serve Not required but very needed Please mark any that you know you can help with or let us know as soon as you can, Thanks!
	May 7, 2022
	Saddle Up for Summer Open House
	May 12, 2022
	Field Trip
	June 24-26, 2022
	Civil War Reenactment
	September 6, 2022
	JC Fair Event
	September 10, 2022
	Summer Clean up and Staff Day
	September 17, 2022
	Fall Round Up Open House

Reference Information

Please list 2 people who are not relatives and one Pastoral reference that can provide an accurate evaluation of your personal and spiritual growth. Provide each person listed with a copy of the reference form provided for you at the back of this application. Have them return the completed copy to the camp address 106 Meadow Lane McAlisterville, Pa 17049 or send an email to prm@promiseranchministries.com.

References must be received before applications will be processed.

<u>Reference #1 Information</u>	
Name:	Phone#:
Relation:	
<u>Reference #2 Information</u>	
Name:	Phone #:
Relation:	
<u>Pastoral Reference Information</u>	
Name:	Phone #:
Relation:	

Personal Essay / Testimony

Please attach along with your application a brief description about your past camp experience and why you would like to volunteer at Promise Ranch Ministries. Share with us your journey with God, what it means to you, and any experiences or background you have that would help you serve effectively in a Christian camp environment. Finally, tell us why you would be a terrific addition to the PRM family?

Code of Conduct

The Promise Ranch Ministry Team is examples of Christ in all that we do and; are committed to guiding campers and guests to Jesus Christ. We expect all volunteers/counselors and staff members to strive for a Christ honoring lifestyle and to represent the camp accordingly at all times. Promise Ranch Ministries does not accept its staff or volunteers, on or off the grounds, to be involved with smoking, drinking alcoholic beverages, or using illegal drugs during the entire agreed time of service. Theft, immorality, damaging of property, or physical injury to others, deception, pornography, premarital sex, bullying, and other forms of unacceptable behavior will be causes for immediate dismissal.

I understand and acknowledge the following:

1. I have read and agree with the Statement of Faith.
2. I understand and acknowledge this application is intended for use in evaluating my qualifications for commitment of service and that this is not an employment contract. I have answered all questions accurately to the best of my ability and understand that any false statements, misrepresentations, or omissions made during the interview and on this form are grounds for termination of my application process or agreed upon commitment of service.
3. If I am offered a position, I will, as a condition of my commitment be required to submit proof of my identity and legal right to work with children in the U.S.(Driver's license or School Id, Clearance Information)

4. I understand that; if I am offered a position, it will be offered on condition that my service shall be at will and be pursuant to Promise Ranch Ministries' Code of Conduct. I understand and agree that upon breach of this Code of Conduct by myself, I may be disciplined, up to and including termination of service.

5. I understand and agree that my commitment and service to Promise Ranch Ministries is at-will, and my service may be terminated by PRM at any time, with or without cause, and with or without notice, at the option of Promise Ranch Ministries.

6. I authorize Promise Ranch Ministries to verify all information provided. I authorize all former employers, persons, schools, companies, and law enforcement authorities to release any information concerning my background, and hereby release any said persons, schools, companies, and law enforcement authorities from liability for any damages whatsoever for issuing this information.

7. By joining the Promise Ranch team, I agree to abide by all present and subsequently issued rules and regulations of Promise Ranch Ministries and to work in obedience and complete cooperation with camp leadership.

Commitment

I agree to:

1. Attend the Mandatory Staff Training Week – June 13-17, 2022.
2. Attend the Wrangler training Days, if applying for Wrangler position.
3. Attend all meetings, Bible lessons, and devotions.
4. Abide by all camp policies and procedures.
5. Be a good steward of my time, speech, appearance, behavior, health, safety, at the Promise Ranch.
6. Be ready and willing to actively and enthusiastically be engaged with campers at all times except during scheduled time off.
7. Grow in my own personal relationship with Christ and encourage those around me.
8. Be flexible and expect to go above and beyond my job description.

Signature: _____ Date: _____

CONGRATULATIONS! You're Finished!

Please make a copy to keep for your records and mail the following to the camp office:

- Original completed Application
- 2022 Medical/Release Form
- Copy of Driver's License (if applicable)
- Copies of any current certification and clearances you hold
- Personal Essay / Testimony
- Completed References
 - Don't forget to hand out your reference forms (pages 11-14) including, your Name and position requested.

Promise Ranch Ministries
ATTN: Summer Staff Application
106 Meadow Lane
McAlisterville, PA 17049

Medical and Liability Release Form

(Please Print with blue or black ink only)

Name _____

Address _____

Phone: _____ Cell: _____

In order that we may provide the best health care for you /your child please list all medications currently being taken and submit back to the camp office. Even if you/ our child does not regularly take any medications, this form still must be signed and submitted to PRM. It is generally our practice to call a parent when a major medical issue arises or one that requires more than one visit to the First Aid Station such as Headache, sore throat, injury requiring more than simple first aid, etc.

****If you/ your child requires MEDICATIONS they must be turned into the office on the first day of camp and must be in the original packaging/container and have the **Authorization for Medication Administration Form** Signed and completed and turned in to the office.**

Prescription Medications:

Name of Medication How often taken Reason for use

Non-Prescription Medications: (Vitamins, food supplements, etc.)

Non-Prescription Meds: How often taken Reason for use

Is your child in general good health & able to participate in all normal camp activities or is there a pre-existing condition that would limit them? If so, please describe.

Any swimming restriction: Yes or No What Restrictions? _____

Any activity restrictions: Yes or No What Restrictions? _____

Allergies:

List any dietary needs or allergies and the reason for those needs: _____

Do you/your child have any allergies we should be aware of? If so, please list the allergies and treatment given. _____

Are you/your child up to date on all vaccinations and Tetanus shots? Please list: _____

- ☐ Yes, I am /My child is up to date on vaccinations.
☐ Yes, I am/My child is up to date on Tetanus shot.
☐ No, I am not/My child is not up to date.
☐ Yes, I am /My child has Religious Exception.

Primary Care Physician _____

Phone _____

Do you have Health Insurance: Yes or No (circle one)?

Insurance Company _____

Insurance Company Address _____

Policy No. _____

In the event I cannot be reached in and emergency while at PRM, I hereby give my permission to the physician or dentist selected by Promise Ranch Ministries to administer medical aid and required for illness proper treatment and/or order and injection, anesthesia, or surgery for my child as deemed necessary. I also authorize the nurse/EMT on duty to administer medical aid as required for the illness or injury under a physician's orders. The signature of the parent or guardian below is intended to serve as a medical release. This form may be copied and given to the counselor if there is information pertinent to the care of my child. If there is a reason that you wish this information to stay confidential, please contact our Promise Ranch Office. I also give permission for purpose of medical transport to take my child off property of Promise Ranch, and release of medical records in case of illness or injury.

The undersigned does hereby release, discharge, indemnify, and hold harmless Promise Ranch Ministries and property owners and all of their affiliated organizations and all of their officers, agents, contractors, directors, members, participants and employees/volunteers from all claims, demands, actions, judgments, and/or liabilities of whatsoever kind of nature, including any costs, attorneys' fees, losses or expenses in connection therewith, in any way relative to, arising out of, or by reason of, my participation in, and attendance at, Promise Ranch Ministries and/or related facilities, including all claims or demands for death or injury to me or my child, or any damage to, or destruction of any of my or my child's property arising out of any accident or occurrence with, said attendance, participation and/or presence, whether negligent or otherwise. This waiver, Release and Indemnification is given in consideration of, and as a condition to, permitting the undersigned to participate in any Camp of Promise Ranch Ministries.

For promotional or marketing purposes, Promise Ranch reserves the right to use any photographs, audio, and video footage of guests or campers participating in Promise Ranch facilitated events.

I also give permission for my child to be transported in camp operated vehicles for approved offsite activities.

This form is legally binding, so by signing it, you agree that all the information provided is correct. I acknowledge that I am 18 year or older and that I am either the camper or Parent/Guardian of said camper.

Signature of Parent/Guardian _____

Printed Name of Parent/Guardian _____

Date _____

Promise Ranch Ministries *Spurring Children to find families to find their identity in Christ. "*

Clearance Help Information :

You will also be required to obtain your FBI Clearance. You can obtain thru "Identogo" they have offices in Newport and Selinsgrove. I strongly recommend you schedule an appt. rather than just stopping in, this will save you a lot of time. This is not free but cheaper when requested as a **volunteer**.

Anyone 18 and over is also required to obtain their MANDATED REPORTER CERTIFICATE. This is also free to Acquire and just, good to have. Keepsafekids.com to process.

Promise Ranch Ministries Summer Staff Application REFERENCE FORM

_____, has applied to work at Promise Ranch Ministries this summer as a _____ . Promise Ranch Ministries is a Christ-centered non-profit camp that offers summer day camps for children ages 5-17 years old. We are committed to responsibility selecting the staff member who will be responsible for caring for these children for the duration of their camp. Due to your relationship with the individual listed above, they have given your name as a reference. We would greatly appreciate if you would take a moment of your time to fill out the below form to help aid us in our decision. Please do not withhold any information, even if it is unfavorable. We have included at the bottom of this form information about position expectations to aid you in your responses. Your remarks will be held in confidence. Thank you for helping us to make a well-informed decision.

1. In what capacity have you known the applicant?
2. How long have you known the applicant?
3. In your opinion, does the applicant have the skills and personality to perform the job for which he/she is applying? _____ please comment.
4. How well, in your opinion, does the applicant respond to authority?
5. Would you be pleased to know that this applicant would influence your son or daughter in a summer camp program? _____ please comment.
6. Please list the applicant's strengths.
7. Weaknesses?
8. Please provide, if possible, evidence of the applicant's growing relationship with Christ.
9. Do you have any reservations in recommending this applicant?
10. Do feel this person is in good physical condition and would be able to hike hills and walk on uneven terrain?

Place a check in the box which best describes the applicant for each characteristic. Include comments as desired.

	Excellent	Good	Average	Fair	Poor	Unknown
Ability to follow directions						
Ability to function as a team member						
Ability to put others before oneself – Servant Spirit						
Christian commitment						
Completion of tasks preformed						
Concern for others						
Cooperation						
Emotional Stability (response to stressful situations)						
Enthusiasm						
Flexibility						
General Attitude						
Initiative (does without being asked)						
Integrity / Leadership ability						

Maturity						
Observance of rules						
Punctuality / Reliability						
Self Confidence						
Social Acceptance (peer interaction)						
Soundness of judgment						
Trainability / Work Ethic						
Willingness to go beyond what is required						

Is there any additional comments or information positive or negative that we should take into consideration as we interview this applicant?

Printed Name: _____

Date: _____

Signature: _____

How may we contact you if we have questions or clarity on information provided?

Phone Number: _____

Email Address: _____

Please mail the completed form to:

Promise Ranch Ministries
ATTN: Summer Staff Application
106 Meadow Lane
McAlisterville, PA 17049

Questions? Call 717.463.0113 or Email at prm@promiseranchministries.com

Summer Staff Expectations:

Camp Counselor: Minimum Age 16

Responsible for ensuring that camper's ages 5-17 have a fun and safe time, while sharing with them the love of Christ in both word and actions. Responsibilities include: upholding and enforcing rules of the camp to protect the health and safety of fellow staff members and campers, attend and sit with your campers at all meals and functions, complete required paperwork when needed, lead & teach devotions, assist in assigned daily activities, and ministering to the needs of others over physical, emotional, and spiritual needs over one's self.

Head Wrangler\Wranglers: Minimum age 16

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Media – Photographer/Videographer: Minimum age 16

Take pictures of every aspect of camp life, Attend and photograph all camp activities on a rotating basis, Edit and upload photos to website and Facebook daily, create a photo slide show for closing ceremony and a DVD families may purchase of each camp. This position is support only.