



St. Tikhon's Summer Camp Counselor Application 2022

Attach a recent
photograph of
yourself here

COUNSELOR DESCRIPTION AND REQUIREMENTS:

All members of the Camp Staff are responsible for carrying out the Mission of the Diocese of Philadelphia and Eastern Pennsylvania Youth Programs, which is to present to young people a living experience of the Holy Orthodox Faith in their relationship with God and other campers in an uncluttered natural environment. Summer camp is a way to help strengthen the campers' grasp of the basics of the Christian life: participation in the liturgical, sacramental, and ascetical life of the Church and living in community with fellow members of the Body of Christ with peace towards all of God's creation.

Age Requirements:

All camp counselors and kitchen staff members must be at least 18 years old by July 1, 2022. If you have graduated high school, but will not yet be 18 years old by July 1, 2022, you are still able to attend camp as a part of the teen program.

References:

Please be mindful that a completed application requires the enclosed reference form to be completed by your parish priest for all returning and new applicants. Kindly give it to him as soon as practical so that he will have enough time to complete it and mail it to the camp for us to finish your application processing. The application form also requires contact information for two personal or professional references - someone who has known you for three or more years.

Applications:

As you begin the application process, please [email us at info@sttikhonscamp.org](mailto:info@sttikhonscamp.org) If you have not yet done so this year to let us know of your intent to apply, even if your decision is not finalized. Advanced notice will help us plan our staffing needs and we will help you navigate the process of ensuring required background checks and trainings are completed on time prior to your arrival at camp. In any case, we will contact you soon with instructions for the process or to let you know that all the requirements are satisfied. All applications must be postmarked **no later than May 20, 2022**.

During summertime, many activities including jobs and internships compete for the available time. For many college students, these summer jobs and internships provide much needed funds for the upcoming school year or help to satisfy graduation requirements. If you are also applying for these other activities, you may want to notify your potential employer of your desire to volunteer a week of your summer with our camp program. Often times, they will look favorably on your commitment to a volunteer program, especially if you have been a camper or counselor in previous years. In many cases they may be willing to give you this time off unpaid even in situations where vacation time would not be granted. In the past, other counselors have managed to be both employed and participate in summer camp.

A completed application must include the following:

- A complete and signed Counselor Application Form
- A photocopy of your Driver's License or other Government issued photo I.D., and health insurance card.
- A photocopy of any relevant certifications (CPR, Lifeguarding, etc.)
- Clergy Reference Form - for all new and returning applicants
- A signed copy of the Diocese of Philadelphia and Eastern Pennsylvania Staff Policy for Online Social Networking and Blogging Websites.

All items must be submitted in order to receive consideration for staff membership. Please send the above items via mail in one complete packet. Clergy reference may be mailed separately if being sent by the reference writer.

Selection:

All applications will be screened by the Diocese of Philadelphia and Eastern Pennsylvania. Applications will be judged on the neatness, promptness, and completeness of the application itself, as well as the information provided from the testimony of references, the insight provided by the narratives, and the indicated skills and interests in the various activity areas. Notification of acceptance will be mailed around June 3, 2022.



Counselor Application Form

SAINT TIKHON'S SUMMER CAMP: JULY 2-9, 2022

CONTACT INFORMATION:

I am applying for the following position at Saint Tikhon's Summer Camp:

Counselor Position

Counselors will be selected for each station based on background, expertise, certifications, and references. Applicants are expected to be present without interruption at St. Tikhon's from the evening of July 2 through the afternoon of July 9. Counselor Application Form and Clergy Reference Form are due postmarked by May 20, 2022. An email to notify applicants of their acceptance status will be sent with adequate time for clearances to be processed.

Kitchen Staff Position

Kitchen Staff must submit the below Counselor Application Form and Clergy Reference Form. They are also required to supply the appropriate background checks and child abuse clearances as required by Pennsylvania law and OCA Guidelines. Application forms are due postmarked by May 20, 2022. An email to notify applicants of their acceptance status will be sent with adequate time for clearances to be processed.

Applicant's Full Name: _____

Date of Birth: ____/____/____ Circle Gender: M / F

Address: _____

Primary Phone: (____) _____ Email Address: _____

Name & Location of Parish: _____

Emergency Contact Name: _____ Phone: (____) _____

If you are a new applicant or if you need new counselor shirts, please circle your t-shirt size on the chart at left.

	Adult S	Adult M	Adult L	Adult XL	Adult 2XL	
Length (inches)	28	29	30	31	32	Length: Shoulder seam at collar to bottom hem.
Width (inches)	18	20	22	24	26	Width: Armhole to armhole across chest.

SKILLS, CERTIFICATIONS, and AREAS OF INTEREST:

Please list any applicable certifications and skills (attach copy of any related certifications):

Please indicate your areas of interest as a counselor:

- Religious Education
 Age Group/Teens
 Iconography
 Arts & Crafts
 Sports/Recreation
 First Aid
 Facilities & Grounds
 Dancing
 Pool/Lifeguarding
 Boats/Water Safety
 Kitchen
 Event Coordination (Evening activities, talent show)
 Camp Administration

GENERAL MEDICAL INFORMATION:

Do you have any medical concerns that may arise at camp? _____

Do you have any allergies (seasonal, medicinal or food-related)? _____

Please list any current medications: _____

NARRATIVE:

Please write 2-4 sentences for each question.

Why do you want to be a counselor at St. Tikhon's Summer Camp?

What strengths or skill sets would you bring to St. Tikhon's Summer Camp should you be selected as a counselor?

Do you have any prior experience working with children or at a summer camp? Explain.

APPLICANT REQUIREMENTS and RELEASE STATEMENT:

Please initial each of the following lines to acknowledge that you will meet the following prerequisites of becoming a camp counselor at Saint Tikhon's Summer Camp:

- I will be at least 18 years of age by July 1, 2022.
- I have the desire and the ability to work with the children who attend camp.
- I will uphold and abide by the camp rules, and always maintain an Orthodox Christian environment at camp.
- I will be present at the camp from 5pm Sat. July 2, 2022 through 4pm Sat. July 9, 2022 without interruption.
- I will attend the mandatory pre-camp training/orientation session in person on July 2, 2022. (Kitchen staff exempt)

REFERENCES for 2022:

All 2022 applicants must have a completed Clergy Reference Form on file, submitted by their parish priest.

Please see page 5 for the Clergy Reference Form. This form is due by May 22, and should be mailed directly from your priest to the camp's mailing address below or emailed to Katya@stikhonscamp.org.

In addition to the letter from your parish priest, please provide contact information for two references.

These references should be of an institutional nature, as opposed to personal or family references if possible, and preferably from organizations where the applicant has worked with children in the past.

Name: _____
 Relationship: _____
 Phone Number: _____
 Email: _____

Name: _____
 Relationship: _____
 Phone Number: _____
 Email: _____

RELEASE:

I hereby apply for a volunteer position at Saint Tikhon's Summer Camp. I understand that submission of an application does not guarantee my acceptance. If accepted as a counselor, I agree to the following:

I will abide by all camp rules and regulations set forth by the Camp Directors at the risk of being dismissed from the camp program. I understand that Saint Tikhon's Summer Camp, Saint Tikhon's Seminary, Saint Tikhon's Monastery, and the Orthodox Church in America's (OCA) Diocese of Philadelphia and Eastern Pennsylvania cannot be responsible for loss of valuables or damage to personal property. I recognize that certain risks and dangers exist during participation in Saint Tikhon's Summer Camp, including injury or fatality due to accident or illness. I understand that Saint Tikhon's Summer Camp, its insurers, its directors, and its staff shall assume no responsibility or liability for accidents, illness, or loss or damage of personal property, and I acknowledge and do hereby resume all risks in connection with this activity. I hereby hold Saint Tikhon's Summer Camp, its insurers and/or its agents harmless from any and all liability, action, claims, and damage of every kind and nature whatsoever, associated with my participation at the camp. I also hereby give Saint Tikhon's Summer Camp, Saint Tikhon's Seminary, Saint Tikhon's Monastery, the OCA Diocese of Philadelphia and Eastern Pennsylvania, and the Orthodox Church in America my consent that any photographs, films, audio and visual recordings which contain my image may be used by their assigns or successors in whatever way they may desire, including newspaper, audiovisual productions, television, radio, internet, advertisements, publications, and other public relations purposes. I certify that statements provided on this application are true and complete, and any misrepresentation or omission may be grounds for rejection or for dismissal if already selected as a volunteer. This statement authorizes St Tikhon's Summer Camp and the OCA Diocese Of Philadelphia and Eastern Pennsylvania to contact any individual listed in this application.

I attest that all of the above information is true and agree to all of its contents of this application.

Applicant's Signature: _____ Date: _____

Print Name: _____

NON-DISCRIMINATORY NOTICE: The Diocese of Philadelphia and Eastern Pennsylvania Youth Programs, including St. Tikhon's Summer Camp, does not and will not discriminate against any student, employee, or other person because of race, color, religious origin, age, sex, veteran's status, or disability.

SUBMIT YOUR FORMS ON OR BEFORE MAY 20, 2022.

Please include photocopies of the following items:

- Driver's License or Photo ID Health Insurance Card
- Any Relevant Certifications
(CPR, Lifeguard, etc...)

CLEARANCE GUIDELINES for 2022

OCA Guidelines now require use of the online Protect My Ministry program at <http://protectmyministry.com>. This website enables the Diocese to run a background check on each volunteer. It also requires state-mandated child abuse clearances and criminal background checks to be uploaded in a location where they are available to the Diocesan and OCA administration. The Protect My Ministry program is mandatory, but the camp will be covering the costs associated. *After you are accepted as a counselor for this season, we will send instructions about what you will need to submit this year in order to be in compliance.*

PLEASE MAIL TO:

**St. Tikhon's Summer Camp
PO Box 411
Parkesburg, PA 19365**

QUESTIONS?

Questions may be directed to:
info@sttikhonscamp.org.

stsc032022



Clergy Reference Form

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SAINT TIKHON'S SUMMER CAMP: JULY 3-9, 2022

Dear Clergy Member, thank you for completing this reference form for your parishioner's Summer Camp Counselor Application. Please evaluate your parishioner as accurately as possible based on your observations. Questions may be directed to info@sttikhonscamp.org.

Applicant's Name: _____ Today's Date: _____

How long have you known the applicant? _____

How would you describe the applicant's Orthodox education?

How would you describe the applicant's participation at Liturgical services?

In which parish organizations or activities has the applicant participated?

Has the applicant ever displayed irresponsible or concerning behaviors with or around children? With their peers?

Rating of Personal Qualities

No one candidate will excel in all the areas listed below. Please candidly evaluate the applicant based on your observed knowledge using the following scale definitions. Please circle one for each category.

In my opinion, the applicant:	Completely Agree	Agree	Somewhat Agree	Disagree	Completely Disagree	No Basis for Rating
Can be depended on to follow through with responsibilities	5	4	3	2	1	NB
Seems more mature than his/her peers	5	4	3	2	1	NB
Is considered by most to be a motivated person	5	4	3	2	1	NB
Is perceptive to situations going on in his/her surroundings	5	4	3	2	1	NB
Shows initiative in taking on responsibility	5	4	3	2	1	NB
Shows leadership in either official and/or unofficial capacities	5	4	3	2	1	NB
Is sensitive to the needs of others	5	4	3	2	1	NB
Demonstrates good problem solving skills	5	4	3	2	1	NB
Would be easily entrusted with the care of my own children	5	4	3	2	1	NB
Works as a team member	5	4	3	2	1	NB
Would probably respond well in crisis situations	5	4	3	2	1	NB



Clergy Reference Form

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SAINT TIKHON'S SUMMER CAMP: JULY 3-9, 2022

Do you have any additional comments or concerns about the applicant in regard to serving as a hard-working, dependable, responsible, and moral volunteer camp counselor at St. Tikhon's Summer Camp? *(Please continue onto the back page if additional space is needed.)*

Do you recommend this applicant for a position at St. Tikhon's Summer Camp?

Yes No Yes, but with reservations, as noted above.

All statements made on this Reference Form are true and represent my honest appraisal of the qualifications of the applicant, and are based on my observed knowledge.

Priest's Name (Printed)

Priest's Signature

Phone Number: _____ Email: _____

Parish Name: _____

Location: _____ Jurisdiction: _____

Please send this completed form to St. Tikhon's Summer Camp by May 20, 2022



**By Mail:
St. Tikhon's Summer Camp
PO Box 411
Parkesburg, PA 19365**

**By E-Mail:
Katya@sttikhonscamp.org**



Policy for Online Social Media & Blogging Websites

SAINT TIKHON'S SUMMER CAMP: JULY 3-9, 2022

Once a person accepts a position as a member of the staff of the Diocese of Philadelphia and Eastern Pennsylvania Youth Program, they accept a great responsibility that lasts well beyond the time that one spends on the holy mountain in Pennsylvania. Youth Program staff members will forever be recognized by campers, parents, clergy, fellow staff members, and many others as a representative of the Diocese and, more importantly, the Orthodox Christian Faith.

In general, the Diocese of Philadelphia and Eastern Pennsylvania Youth Program social networking sites, respects the right of staff to use them as a medium of self-expression. With internet technology and social networking websites, information can be posted on the internet and seen by just about anyone with access to the internet.

Each Youth Program staff member who posts information (text and photos) on the internet in any format including social networking websites, personal websites, instant messenger profiles, and away messages, and any other information posted on the internet, must do so in accord with that of an Orthodox Christian lifestyle. In addition, the Diocese requires that staff observe the following guidelines when referring to the Youth Program, camp, or activities, its campers, and/or other staff, in a blog or a website:

1. Any photos or messages that are linked or "tagged" from "friends" and attached to your site(s) or profiles(s) that are inappropriate should be removed.
2. Staff must be respectful in all communications and blogs related to or referencing the Diocese, Youth Program, its campers, and/or other employees.
3. Staff must not use obscenities, profanity, or vulgar language.
4. Staff must not use blogs or personal websites to disparage the Diocese, Youth Program, other campers, or staff.
5. Staff must not use these venues to discuss engaging in conduct prohibited by camp policies and an Orthodox Christian lifestyle, including, but not limited to, the use of alcohol and drugs, sexual behavior, sexual harassment, and bullying.
6. Staff must not post pictures of campers on a website without obtaining written permission from the parents of the camper(s).

Any staff member found to be in violation of any portions of this policy will be subject to immediate disciplinary action, up to and including the staff member's voluntary dismissal from the staff at the discretion of the Camp Director.

By signing below, I agree to the policy listed above.

Applicant's Signature: _____ **Date:** _____

Print Name: _____