



Connecting Campers to Christ

ASSISTANT DIRECTOR APPLICATION

NAME OF APPLICANT

Please return completed applications to the address below. The initial application deadline is ***February 26, 2024.***

Forcey Day Camp
2130 East Randolph Road
Silver Spring, MD 20904

*Direct any questions to Garrett Bradley, Forcey Day Camp Director, at 301-622-5987 or forceydaycamp@forcey.org

I. Position Specifics

We are so thankful you are interested in applying to be part of our leadership as an Assistant Director this summer at Forcey Day Camp 2024! Before going any further, please familiarize yourself with the Day Camp ministry and make sure you understand our expectations for staff members. Some of the material is new for 2024.

Qualifications for Assistant Director	Must be a growing follower of Christ; Must have a heart to see others come to faith in Christ; Must have attained a sustained reputation of personal godliness; Must have an awareness of strengths and weaknesses and be willing to grow in each area; Must be comfortable and eager to lead a group of staff (mostly teenagers and young adults) in spiritual ministry.
Nature of Ministry at Forcey Day Camp	Our purpose at Forcey Day Camp is to connect campers to Christ. Therefore, sharing Jesus Christ with our campers (aged 5-12) in word and deed is the focus of the ministry. A weekly schedule is followed, with some different activities each week including games, crafts, field trips, swimming, etc. As in 2023, camp will be divided into three sections (K-1 st grade, 2-4 th grade, 5-6 th grade campers) and campers will follow a different schedule tailored to their age group. Each staff person will primarily work with one of the three age groups, with each group working as a team to reach its particular campers for the Lord. Counselors lead campers through the day engaging in all activities and taking the opportunities to minister to camper's needs. Assistant Directors functionally lead the counselor staff in the ministry of the camp by providing oversight, support, and spiritual direction.
Nature of Assistant Director Position	Assistant Directors are the program managers of the camp. They lead and direct the camp through the daily schedule, execute "big-picture" camp discipline over assigned campers, lead assigned staff in spiritual ministry, contribute to the overall direction and shaping of the summer program, and hold an "ownership" of the success of the camp program. Precise roles for each Assistant Director will be determined by the FDC Committee upon hire.
Availability	<p>With only 8 weeks of ministry, each staff member is expected to make camp a priority, and availability will be considered in hiring:</p> <ol style="list-style-type: none"> 1) Work a regular week during Training Week (week before camps starts) 2) Be available from at least 7:45am – 4:10pm, M-F during the camp season (dates tba), and one to two days/wk until 6:00pm (pre-assigned). 3) One additional 40-hour week (pre-camp and during camp) time is expected. Therefore, assistant directors are a part of the pre-camp preparation and must be ready to prioritize camp activities. <p>Pre-planned time off is possible but the nature of the position requires a commitment to daily participation, and full availability will be <u>strongly</u> considered in hiring. <i>Availability limitations must be explained at the interview.</i></p> <p>Other availability expectations for the Assistant Director include Family Orientation (6/20 at 7:30pm AND 6/22 at 10:30am), Ministry Commissioning service (TBA), Family Night (8/1 after camp day until approx. 8:30), and a general commitment and flexibility to attend pre-planned staff events.</p>

“For we are His workmanship, created in Christ Jesus for good works, which God prepared beforehand that we should walk in them.” -Ephesians 1:10

II. PERSONAL CONTACT INFORMATION

Name: _____
(first) (middle) (last)

Birthday: _____ / _____
(month) (day)

I am (will be by June '22) at least three years removed from high school:

YES NO (circle one)

Primary Phone#: _____ home cell work (circle one)

Alternate Phone#: _____ home cell work (circle one)

Best time to reach you by phone: _____

Email address (write clearly): _____ **required – you will receive an email to set up your interview. Checking this email is your responsibility.*

Current mailing address: _____

If moving prior to the beginning of camp, please indicate changes in your contact information.

Date Effective: _____ / _____ **Home Phone #:** _____

Summer Mailing address: _____

T-Shirt Size: Small Med Large XL 2XL Other: _____

III. PERSONAL SPIRITUAL INFORMATION

Approximate Date or Year of Salvation: _____

Have you been baptized since salvation? Yes No

Date: _____ Name of church conducting baptism: _____

Do you regularly attend Forcey Bible Church when in the area? Yes No

If not, what church do you regularly attend? _____

IV. REFERENCES

Please record the names and contact information of applicable individuals who could give an assessment of your life within the last 6 months.

Pastor or Spiritual Leader. This must be a pastor or spiritual leader at your church with whom you have had contact in the last six months.

Name: _____ Church: _____ Phone: _____

Spiritual Friend. This must be a peer or fellow Christian who can speak to your walk with Christ within the last six months.

Name: _____ Relationship: _____ Phone: _____

V. EDUCATION AND EXPERIENCE

Education:

Level	Name	Years completed	Date of Grad.	Degree/Major
High School				
College				
Other				

Employment:

Employer Name	Telephone #	Dates of employment	Nature of Work

What are you educational/career/vocational Goals: _____

7. Please read Galatians 5:16-25 below:

¹⁶ But I say, walk by the Spirit, and you will not gratify the desires of the flesh. ¹⁷ For the desires of the flesh are against the Spirit, and the desires of the Spirit are against the flesh, for these are opposed to each other, to keep you from doing the things you want to do. ¹⁸ But if you are led by the Spirit, you are not under the law. ¹⁹ Now the works of the flesh are evident: sexual immorality, impurity, sensuality, ²⁰ idolatry, sorcery, enmity, strife, jealousy, fits of anger, rivalries, dissensions, divisions, ²¹ envy,^[a] drunkenness, orgies, and things like these. I warn you, as I warned you before, that those who do^[b] such things will not inherit the kingdom of God. ²² But the fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, ²³ gentleness, self-control; against such things there is no law. ²⁴ And those who belong to Christ Jesus have crucified the flesh with its passions and desires.²⁵ If we live by the Spirit, let us also keep in step with the Spirit.

Can you with a clear conscience state that the current direction of your life is toward the fruit of the Spirit described in verses 22-25 and not the fleshly nature described in verses 19-21, such as loving others, not being given to anger, faithful online presentation consistent with walk, not being unequally yoked to an unbeliever, biblical sexual standards and practice, not given to any manner of drunkenness, etc.?

YES NO

Additionally, in the past year have you been convicted of any crime, disciplined, or suspended from school or place of employment for profanity or disrespect?

YES NO (circle one)

(If "Yes," to either of the above questions please explain below.

Sign this statement if in agreement: I desire to grow in the areas noted above and will not exclude any areas of weakness in my leadership and the personal development of the staff and campers under my influence this summer at camp.

Sign: _____

VII FINGERPRINTING & FIRST-AID TRAINING

Fingerprinting:

Forcey Day Camp staff members are required by Maryland state law to submit fingerprints for a criminal background check. Forcey Day Camp is requiring all new staff to get fingerprinted before camp begins on their own (we will reimburse). These records will be stored by FDC under lock and key year-round. *If you have worked at FDC previously, you will not need to do this. Please check one of the following.*

_____ If hired, I will obtain fingerprints prior to the beginning of camp (June 24)

CPR AND FIRST-AID TRAINING:

Current CPR and First-Aid certification is **expected** for **all directors**. Forcey Day Camp is offering this training to staff free of cost before camp (date to be determined). Any senior counselor who does not have current certification is expected to obtain CPR and First-Aid certification (the camp will reimburse only up to the per person amount paid for our offered training)

Please check one of the following IF not up-to-date through summer of 2024

_____ As an Assistant Director candidate, my current certification extends at least through the end of camp.

_____ If I am hired as an Assistant Director, I will attend FDC's CPR/First Aid class or otherwise obtain CPR and First-Aid certification on my own before (date tba)

Do you have any medical challenges that would affect your camp experience in any way?

___Yes ___No (if yes please explain)

*Note: Staff members are required by State Law to submit medical records.

I submit the above application to the Forcey Day Camp committee for consideration of hire and assure that the above statements are answered honestly and truthfully to the best of my knowledge.

Signature below:

Thank you so much for your interest in being a director at Forcey Day Camp. Please know that all positions are open to applicants without regard to race or sex. The written application is Stage 1 of the application process and is due by Monday **February 26, 2024**. Stage 2 is an interview with the Forcey Day Camp committee, which will occur at next convenience. You will be contacted soon after you submit your written application to confirm the precise interview time. Final decisions will be made soon after the interview.