

KRUZ KIDZ STAFF APPLICATION

Kruz Kidz Camp Description

Kruz Kidz is a summer day camp program offered by Twin Lakes Church in Aptos, California. The campus has a wide variety of things to offer ranging from a gymnasium, to a baseball field and sand volleyball courts. Our day camps register as many as 100 children a week for ten weeks of the summer. On some weeks we offer up to five separate half-day camps. Specialty staff joins our regular staff during our specialty sport and art camps. Kruz Kidz provides a multiple camp experience which includes the following camp options:

- Adventure Camps: Thematic camps that include field trips and on campus daily activities.
- Discovery Camps: Half day specialty camps that focus on various art forms such as dance, fine art, and drama Athletic camps that teach techniques of a particular sport and the life lessons that can be learned through discipline and teamwork
- Nature Camps: Outdoor Adventures off campus to view God's amazing creations in our own county

Camp Vision

Kruz Kidz strives to be an open door for families in the Santa Cruz area from all social, religious and ethnic backgrounds. The goal of Kruz Kidz is to create a loving and encouraging environment for children by sharing Christ through daily interactions. Kruz Kidz aims to touch our community through a fun filled program that allows children to experience God's love through positive interactions with our staff.

Goals

The vision of Kruz Kidz is directly related to the goals each staff member should uphold:

- Build bridges to the community through children
- Teach kids and families for Christ
- Teach Christian character and spiritual growth
- Nurture team spirit, sportsmanship and togetherness
- Develop social, athletic, creative and educational skills
- Celebrate God through attractive and relevant activities

Staffing Objectives

As we put together our team we look to achieve the following:

- To hire people who love Christ and long to share that love with children
- Hire qualified individuals who can function well in their skill level
- Employ a staff that will commit to a team ministry
- Find applicants who are able to stick with the responsibilities of the ministry
- Maintain a safe and effective staff to camper ratio
- Cultivate humor and fun into our daily activities
- Exemplify Biblical character at all times

Kruz Kidz Employment Application

First Name _____ MI ____ Last Name _____

Current Address _____

Primary Phone _____ Secondary Phone _____

Email Address _____ Permanent Phone (if different) _____

Permanent Address (if different) _____

Employment Desired

Position applying for _____

What days and hours are you available for work? _____

Date available to start _____ Date you must end work _____

Are you available for work on weekends? Yes No

Would you be available to work overtime, if necessary? Yes No

Have you worked at Kruz Kidz before? Yes No If yes, when? _____

How did you hear about Kruz Kidz? _____

Have you received Jesus as your Lord and Savior? Yes No

If yes, at what age? _____

If hired, would you have a reliable means of transportation to and from work?

Yes No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.) Yes No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

Have you ever been convicted of a felony or serious misdemeanor? Yes No

If yes, list nature of the crimes, when and where convicted, and disposition of the case. Convictions for misdemeanor marijuana-related offenses that are more than two years old need not be listed. Note: No applicant will be denied employment solely on the grounds of a conviction. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position applied for may, however, be considered.

Driver's License State _____ Number _____

Expiration _____

Employment History

List below all present and past employment starting with your most recent employer going back five years. Account for all periods of unemployment. You must complete this section even if attaching a resume. Attach additional pages if necessary.

Most Recent

Employer _____ Phone _____

Type of Business _____ Your Supervisor _____

Address _____

Dates of Employment _____ Reason for Leaving _____

Your Position and Duties _____

May we contact this employer for a reference? Yes No

Second Most Recent

Employer _____ Phone _____

Type of Business _____ Your Supervisor _____

Address _____

Dates of Employment _____ Reason for Leaving _____

Your Position and Duties _____

May we contact this employer for a reference? Yes No

Third Most Recent

Employer _____ Phone _____

Type of Business _____ Your Supervisor _____

Address _____

Dates of Employment _____ Reason for Leaving _____

Your Position and Duties _____

May we contact this employer for a reference? Yes No

Education, Training, and Experience

High School

Name _____ Number of Years Completed _____

Address _____

Awards, Major, Degree _____

Did you graduate? Yes No

College or University

Name _____ Number of Years Completed _____

Address _____

Awards, Major, Degree _____

Did you graduate? Yes No

Vocational or Business School

Name _____ Number of Years Completed _____

Address _____

Awards, Major, Degree _____

Did you graduate? Yes No

Health Care Training

Name _____ Number of Years Completed _____

Address _____

Awards, Major, Degree _____

Did you graduate? Yes No

References

List three non-family member references below.

If you have not been hired at Kruz Kidz before, ask each individual to write a detailed letter describing ability to work with both children and your peers. Information regarding your emotional and spiritual maturity as well as your dependability should be included. We may contact these individuals in regards to your potential employment. They may not be held responsible if you are denied employment. Kruz Kidz must receive all references for consideration of application. Provide each individual with a stamped envelope addressed to:

Pastor

Name _____ Title _____

Primary Phone _____ Secondary Phone _____

Teacher/Employer

Name _____ Title _____

Primary Phone _____ Secondary Phone _____

Christian Adult

Name _____ Title _____

Primary Phone _____ Secondary Phone _____

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize Kruz Kidz/Twin Lakes Church (hereafter "the Company") to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that nothing contained in the application or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

_____ Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Company, I am entitled to copies of any such public records obtained by the Company unless I check the box below. If I

am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Yes No

Signature _____ Date _____

Return completed application to:

Twin Lakes Church
2701 Cabrillo College Drive
Aptos, CA 95003

Kruz Kidz Phone (831) 465-3359

Office Use Only

Application Received _____ References Received _____ Interview Date _____

Staff Questionnaire

Please type answers on a separate piece of paper.

New Staff

- Please explain when and how you became a Christian and why you chose to accept Christ as your personal Lord and Savior.
- What church do you currently attend and what is your involvement?
- What is your favorite scripture verse or passage and why?
- Please describe your experience in working with elementary grade children?
- What do you love, or enjoy about working with young children?
- What do you anticipate will be the most enjoyable thing for you to do at Kruz Kidz?
- What do you think will be the most difficult task for you personally?
- Why do you want to work at Kruz Kidz?

Returning Staff

- What was the most enjoyable thing for you to do at Kruz Kidz?
- What was the most difficult thing for you to do at Kruz Kidz?
- Do you feel your relationship with Christ has grown this past year? If so how has it grown?
- Why is it important for you to serve at Kruz Kidz? What do you want to accomplish?
- What recommendations would you make to improve the overall program?

Kruz Kidz Policy and Covenant Agreement

Policies

The main priorities of Kruz Kidz employees are listed below. All of these policies have been established to ensure that the children's needs are a priority for all employees. This means that employees must be prepared to be a servant in any way asked and constantly be searching for ways to be productive and helpful. Kruz Kidz is a fun environment but in order to achieve team goals employees are to enjoy the program and have fun but also be a positive role models and leaders. This entails being responsible in areas of timeliness, dress, and most importantly by bringing a positive, encouraging and Christ-like attitude. These policies are directly outlined as follows:

- I understand that Kruz Kidz is an hourly position. I am to work the hours given to me in my weekly schedule. I am not to work more than those hours unless agreed upon by the director.
- Pay days are typically the 1st and the 15th of every month. It is my responsibility to maintain my time card and be sure it is completed by the posted date.
- I am aware that I must arrive to work on time. It is imperative that I show up on time or there will be consequences leading up to suspension without pay. I will return from my lunch breaks on time.
- I understand that my employment with Kruz Kidz is at will and may be terminated at any time.
- If I am sick, I understand that I must contact my supervisor so that they can arrange for a replacement.
- I understand that when I am working at a specialty camp I am there as a teacher/helper. I should be assisting the director in teaching the given skill or activity.
- I am fully aware that if I use something, I must leave it clean and where I found it.
- I will perform the club duties assigned to me in a timely manner as part of my job at Kruz Kidz.
- I will wear my Kruz Kidz shirt every day. My attire will always be appropriate. I will not wear g-strings, Speedos, or bikinis to swim activities or any other Kruz Kidz function.
- I will work all of the days of camp. Any time off must and will be arranged with the director prior to their dates.

Covenant

- I will support my fellow counselors in action, deed, and prayer throughout the summer.
- I will submit to the Kruz Kidz leadership and graciously accept discipline and instruction when necessary.
- With respect to my speech, dress, and off duty activities, I will always act in a manner appropriate to that of a KKC counselor.
- I will commit myself to performing my summer duties with diligence and with a positive attitude, even when those duties become tiring and tedious.
- I will commit myself to preserving the unity of the Kruz Kidz staff. I will encourage rather than criticize and pursue reconciliation rather than division.

- Recognizing that I will be a role model for campers, both while at camp and in the community, I will abstain from all activities that are illegal.
- I will exercise excellent judgment, always being mindful of the potential consequences of my actions upon my staff colleagues, the reputation of Kruz Kidz, and most of all, the well being of the campers.
- I recognize that serving at Kruz Kidz is a great opportunity and a serious responsibility.

I have carefully considered the Kruz Kidz policies and covenant and agree to strive towards its goals.

Signature _____ Date _____

Doctrinal Statement

We believe that the Bible is the inspired word of God. We believe in the trinity, that there is one God eternally existent in three persons; Father, Son and the Holy Spirit. We believe that God created the heavens and the earth and that all things are held together and sustained by Christ. We believe in the deity of Jesus Christ, His virgin birth, His shed blood for atonement, His bodily resurrection, His ascension, and His eventual return for His church and His eventual return to establish His kingdom on earth. We believe that Satan is a created being and that Hell is a place of eternal conscious punishment of all unsaved. We believe the Holy Spirit convicts man of sin and indwells in man enabling new birth and eternal security with God, and the ability to live a Godly life. We believe that salvation is through grace and faith in Christ's atonement for sin through the shedding of his blood on the cross. We believe that the purpose of the local church is to worship and glorify God as a loving fellowship of believers. For more information on our doctrine please go to: www.tlc.org/about/beliefs/

Biblical References

2 Timothy 3:16, Genesis 1 and 2, (John 10:30, John 11:25), Colossians 1, (John 2:1-8, John 5:28-29, John 10:28-29, John 10:33, John 16:8), Isaiah 7:14, (Matthew 1:23 Matthew 25:46, Matthew 26:26-28, Matthew 28:19-20), Mark 14:22-24, Luke 1:35, (Acts 1:11, Acts 2:39-47, Acts 8:12, Acts 13:38-39, Acts 20:17, Acts 28,) (Revelation 19:11-16, Revelation 20:1-15), (Romans 3:23, Romans 8:38-39), Titus 3:3-8, Ezekiel 28:11-19, Job 1:6-7, (1 Corinthians 3:16, 1 Corinthians 11:23-26, 1 Corinthians 12:12), Phillipians 1, (1 Timothy 3:1-15, 1 Timothy 4:14, 1 Timothy 5:17-19)

PLEASE READ CAREFULLY AND SIGN. I UNDERSTAND AND ACKNOWLEDGE THE FOLLOWING

I understand and agree with the Kruz Kidz Doctrinal statement.

I understand that this application is intended for use in evaluating my qualifications for employment. This is not an employment contract. I have answered all appropriate questions completely and accurately. I understand that any false statements, misrepresentations or any omissions made during my interview or on this form are grounds for terminating the application process or, if discovered after employment,

terminating employment. If I am offered employment, I will, as a condition of my employment, be required to submit proof of my identity, and legal right to work in the United States of America. I understand that I will be required to possess a current and valid CA driver's license if my job requires me to drive in the course of my work. I understand that all positions at Kruz Kidz are at-will and thus terminable by Kruz Kidz at any time, with or without notice and with or without cause. I understand that any offer of employment by Kruz Kidz is conditioned upon my willingness to abide by the principles, policies and standards set forth in the staff handbook. I authorize Kruz Kidz to contact my references as well as any individual determined by Kruz Kidz to be a credible reference. I also authorize all schools, companies and former employers to release any information concerning my background. Furthermore, I release all such reference from liability to any damage that may result from furnishing such evaluations and I waive any right that I may have to inspect or have produced, oral or written, references provided on my behalf. I also give Kruz Kidz permission to contact any appropriate government agencies.

Signature _____ Date _____

Prospective employees will receive consideration without discrimination because of ethnicity, color, sex, age, national origin, veteran status or disability (certain program requirements apply). If additional room is needed to complete any answer, please attach a separate piece of paper.

Preferred T-Shirt Size _____ Preferred Sweatshirt Size _____