



Harbour
Ridge
Camp



Applicant Information Package

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Dear Prospective Staff Applicant,

Thank you for considering Harbour Ridge Camp as a possible ministry option of yours this summer. We hope that you will prayerfully consider what God will have you do this summer. Life at a summer camp is not a walk in the park though. It demands that you be willing to sacrifice personal interests for the betterment of the campers and other staff. It demands that you be committed to what God will call you to this summer and to what He wants to accomplish in your life and in the lives of others through you. I would like to invite you to be a part of one of the most challenging summers of your life, but definitely one of the most rewarding. We hope and pray that if you have a heart for camp ministry and you love working with children and youth that you would be willing to join our team this summer as we strive to make Christ known in all that we do. We hope that you will find the information in this kit helpful as you prepare and plan for your summer employment.

The selection of participants will be based on three main areas:

Spiritual Formation

- Is the applicant desiring to grow in their faith?

Community Life

- Will the applicant be a positive influence on the Harbour Ridge Camp community?

Work Excellence

- Is the applicant hard working, can they work well in a team, and be an asset to their department?

Department Heads will be involved in the selection process. All information available will be taken into consideration including: previous involvement with Harbour Ridge Camp, Application, Interviews, References, and Recommendations.

Only the applicants selected for an interview will be contacted. Applicants will not be accepted at the time of their interview. **Applicants will be contacted by email** with an offer of acceptance prior to receiving a contract.

Please Note – Once Harbour Ridge Camp Department Staff feel that they have the right applicant for the service role, and all forms are in and completed, the applicant may be accepted **BEFORE** the application deadlines, **so apply as early as possible.**

For your summer experience, choose not that which will bring you the most money. Choose that which will bring you the most fulfillment and provide you with an experience that you will never forget. You can always work but you cannot always be involved in a summer of ministry that could change your life forever.

Summer Staff Information 2019

Who we Are:

Harbour Ridge Camp is nestled in 250 acres of prime waterfront property located in Ontario's Prince Edward County. Harbour Ridge Camp shares its property with Wesley Acres Christian Retreat Centre and Campground, and is surrounded by quiet trails, gentle wildlife and the world-famous Sandbanks. Harbour Ridge offers camping programs for children and youth ages 6-17.

Our Mission:

Harbour Ridge is a Christ-centered summer camp focused on planting and nurturing seeds of a spiritual life by engaging children, youth and their leaders in active and fun experiences, which develop a sense of community and growth.

Our Vision:

Transforming lives in Christ through experiences that impact campers and staff.

Our Values:

- Christ-centered programming
- Bible-based teaching
- Love & Respect for others
- Fairness & Equity
- Integrity

About our Camps:

Harbour Ridge offers Day Camp Programs that run from Monday – Friday, 8:00 AM – 5:00 PM for children ages 7-13. Harbour Ridge also runs Overnight Camping Programs that run from Sunday – Friday evening. Our summer camp programs strive to give kids and youth an outdoors experience that will focus on building relationships through interactive games and activities, as well as an experience that they will remember for a lifetime.

2019 Summer Camp Dates:

Camp	Dates
Day Camp 1	July 1 – July 5
Intermediate Camp	July 7 – July 12
TBD	July 15 – July 19
Squirt Camp	July 21 – July 24
Teen Camp	July 28 – August 2
Day Camp 2 & Canoe Trip	August 5 – August 9
Junior Camp	August 11 – August 16
Wilderness Camp	August 18 – August 23
LIT Program	June 30 – July 20

Harbour Ridge Camp Facilities:

At present our facilities include: 3 male cabins & 3 female cabins (they are all getting fresh paint and minor upgrades), all cabins have bathroom facilities; there is a shower trailer on site within Harbour Ridge Camp for both staff and campers. We have a dining hall, a covered tent area (the nest) that is used for chapels and activities during rainy weather, an archery range, a low ropes course, waterfront/beach area, a basketball court, tennis court, volleyball court, baseball diamond, sports field, and more!

Experience Needed:

We welcome applications from people with no previous camping experience, however, we do ask that you have a desire and willingness to learn. Primarily it is your commitment to Christ, your desire to share His love and your ability (with our training) to teach various activities that are most important. Special skills such as music, drama, swimming, crafts, etc. are always needed at camp.

Travel:

Staff will be required to pay any costs associated with travelling to Harbour Ridge Camp, and back home. All those who are applying will be provided room and board for their duration of their stay at the camp. For those who are flying in, airport pick up may be arranged.

Staff Training:

We are very serious about our summer ministry. Being on staff is not a holiday, it is very demanding, and we want you to be prepared. We expect a high level of commitment and service from our staff and you will be required to attend the Staff Training Week prior to the start dates of camp programming. During this time, you will be taught the essential skills you need to know to carry out your ministry, such as: archery, low ropes course, gaga ball, human foosball, 9 square in the air, how to teach a Bible study, camper discipline, leading a camper through a decision for Christ, plan to protect, and more. The staff will also participate in chapels by presenting dramas, testimonies, object lessons, and other avenues to present the gospel. Time will be given during training for preparation.



Important Dates:

November 1st, 2018 – Application Available Online.

January 7th, 2019 – Interviews will be scheduled.

February 1st, 2019 – Contracts will be issued on an ongoing basis.

March 1st, 2019 – Application Deadline.

May 1st, 2019 – Assistant Camp Director Start Date

June 1st, 2019 – Male/Female Unit Leaders & LIT Leaders Start Date

June 22nd, 2019 – Harbour Ridge Staff Training Starts

Camp Information for Summer 2019	Start Date & End Date
Orientation Week and Start Date for Assistant Camp Director	May 1- Aug 24
Orientation Week and Start Date for Male/Female Unit Leaders & Male and Female LIT Leaders	June 1 – Aug 24
Week 1 – Staff Training (All Harbour Ridge Staff - Mandatory)	June 22- June 28
Week 2 – Day Camp 1	July 1-5
Week 3 – Overnight Intermediate Kids Camp	July 7-12
Week 4 – TBD	July 15-19
Week 5 – Squirt Camp & Mid-Summer Staff Training	July 21-26
Week 6 – Teen Camp	July 28 – Aug 2
Week 7 – Day Camp 2 & Canoe Trip	August 5-9
Week 8 – Overnight Junior Kids Camp	August 11-16
Week 9 – Wilderness Camp	August 18-23
LIT Program	June 30 -July 20

Opportunities for Harbour Ridge Kids & Youth Summer Camps 2019

Assistant Camp Director:

The Assistant Camp Director will be hired to oversee the summer staff through the planning, training, and delivering of a summer camp ministry. They will be responsible for working alongside the Camp Director in planning games, activities, crafts, devotions, chapels, schedules, etc. The candidate for this position will be self motivated and passionate about camping ministry. They should possess strong leadership skills, communication skills, and work ethic. We prefer camp experience; however, it is not a mandatory requirement for this position. The candidate for this position must be living a life that is evident for Christ and be able to deal with situations that arise in a calm and mature manner. This position is open to post-secondary students or those who are 19+.

Male & Female Unit Leaders:

The Male and Female Unit Leaders will be hired to lead and disciple all the male and female staff that work in Harbour Ridge Camps. Their main job responsibility will be to hold the male and female camp leaders accountable to camp goals and policies; assist camp leaders in dealing with camper issues, oversee activity areas, disciple staff through small groups and one on one meetings, and help in other areas where a need may arise. This team member will demonstrate flexibility, patience, endurance, and a strong desire to share Christ. This position is open to post-secondary students or those who are 18+.

Male & Female LIT Leaders:

The Male and Female LIT Leaders will be hired to direct and run a 3-week discipleship program for youth ages 15-17, as well as a 1-week long canoe trip through one of Ontario's Provincial Parks. The focus of the LIT program is to prepare and train youth to someday be staff here at Harbour Ridge. The candidates for these positions should be passionate about youth ministry and teaching God's word. They should also possess a strong work ethic as they will be responsible for leading by example. Candidates should be comfortable canoeing, teaching basic canoe strokes, and camping. This position is open to post-secondary students or those who are 18+.

Lifeguards:

Lifeguards will be working on the waterfront to ensure the safety of all campers and staff who are in and around the waterfront area. Lifeguards must be present and attentive during all waterfront activities including swimming, tubing or water sports. During overnight camps, lifeguards will help in other areas as needed. This team member will demonstrate flexibility, patience, endurance, and a strong desire to share Christ. Lifeguards will be under the direct supervision of the Assistant Camp Director, and Unit Leaders. This position is open to post-secondary students or those who are 18+.

Lifeguards must be certified in First Aid and CPR (Level C) and have an up-to-date National Lifeguard Society Certification or Bronze Cross certification before July 1st, 2019.

Cabin Leaders:

Cabin Leaders will be hired to work directly on the front lines with children and youth. Job responsibilities include but are not limited to: preparing and leading activities, chapels, games, as well as leading cabin groups to and from activities, and caring for campers well being. During overnight camps, Cabin Leaders will oversee their cabin groups during the day, evening, and overnight. A natural ability to love and work with children is essential! This team member will need to demonstrate flexibility, patience, endurance and have a strong desire to share Christ. This position is open to post-secondary students or those who are 18+.

Camp Nurse:

The Camp Nurse will be hired to oversee the care of ill or injured campers and staff and will be responsible for related administrative duties. Some of these duties include the administration of all medications and maintaining up to date MARS records.

The Camp Nurse must be currently registered with the College of Nurses of Ontario or be studying nursing at a post-secondary institution. All applicants must have current First Aid and CPR Level C certification. Those who are registered nurses will be asked to provide their CNO Registration Number.