



# APPLY FOR SUMMER STAFF

JUNIOR COUNSELOR APPLICATION PACKET



MAKE A DIFFERENCE IN  
THE LIVES OF OTHERS!

Ingham +  
Okoboji  
Lutheran Bible Camps



Thank you for your interest in serving with Ingham Okoboji as a Junior Counselor. The JC program has been an important part of the ministry at the camps for a long time, preparing countless young leaders for life ahead.

By the end of the summer you will have:

- Developed genuine Christian friendships
- Gained leadership skills
- Become more confident in sharing your faith
- Made a difference in the lives of youth and families
- Grown in faith and understanding of Scripture
- Had more fun than you ever thought possible!

Our 2023 Summer Theme is “FOUNDATION” based on Psalm 62:2. What we believe about God is the foundation of our view of ourselves and how we approach life. Scripture talks about putting our faith and hope in Him alone so that we will not be shaken by the bumps and chaos of life . We need to know who God is so we can know what He truly thinks about us. If we believe this truth it will transform the way we see and live our lives. It’s going to be a great summer. Below are some helpful things to know about the Junior Counselor (JC) position.

## Position:

- Junior counselors are responsible for assisting Senior Counselors in leading a small group of campers through all daily activities of camp life including worship, Bible Studies, evening devotions, games, hikes, dish crew, etc. Junior counselors are expected to spend time with the kids and families, provide constant supervision to the small group, ensure safety, and create a welcoming community for all. JC’s are not expected to assume the role of a Senior Counselor with the responsibility of teaching and disciplining, however JC’s are expected to be good role models by being appropriate in all things at all times.
- JC’s will also serve in support staff roles for some weeks, either on maintenance, kitchen or housekeeping. JC’s work together with Senior Staff as they rotate in these support positions as well. During support weeks, all staff are still expected to be supportive in and involved with the program each evening.
- JC’s will earn \$1,250 (\$125/week), plus free room and board. If staffing levels allow, JC’s are also invited to attend our Sr. High Camp week at Okoboji at no cost (\$400 value), and all staff receive significant discounts if their family members attend youth or family camps.
- It is the camp policy that Junior Counselors ***must have at least completed their junior year of High School*** before joining our camp staff. JC’s are directly responsible to the JC Coordinator.

*More information about the position, application, and three reference forms can be found on the following pages.*



## Process:

- Applications may be sent in as soon as they are completed. Once an application is received, you will be contacted by a camp staff person to inquire further about the position and/or set up an interview time. Or if you apply online, you will be given an automatic link to schedule your own interview. Our goal is to have all interviewing completed by April 1, but applications will be accepted after that if positions are still available.
- JC's arrive at the Okoboji site on Saturday, June 3 (unless arranged in advance otherwise) and are invited to stay until the end of the summer, which is August 13. If it works, we would also like to invite JC's to the first full week of training (beginning May 27) for Senior Staff. Though not required, it is an opportunity to build relationships, learn counseling skills, and grow spiritually.
- Our hope is that JC's would participate in training and serve the rest of the 9 weeks of the summer, however we would like to be as flexible with your schedule as possible. Any weeks you know you may need to be gone for family reunions, vacations, special events, sports camps, etc. would be helpful to know when applying.

*\*\*For a more complete Junior Counselor job description, please visit [www.okoboji.org/apply](http://www.okoboji.org/apply)*

Attached is an application that should be sent in sometime before **April 1**, but feel free to send it in as early as you have it completed. The attached reference forms need to be sent back to us after they are completed by a pastor, youth director, teacher, or other adult. *All of these steps can be completed online on our website—[www.okoboji.org/apply](http://www.okoboji.org/apply)*. If you have any questions, please let us know!

**\*\*We are often unable to hire all of the people that apply. To be fair to you, we will send contracts or letters as soon as possible. Please keep the hiring process and committee in your prayers.**

Send applications by April 1st, 2023 to:

Ingham Okoboji  
Attn: Summer Staff  
1203 Inwan Street  
Milford, IA 51351

.....  
Applications and references can  
be filled out on our website,  
[www.okoboji.org/apply](http://www.okoboji.org/apply)  
.....



In Christ,

*Dan Antoine*

Please keep this letter for  
your information.

### JC Application Checklist:

\_\_\_ Fill out Application Form on paper or online at  
[www.okoboji.org/apply](http://www.okoboji.org/apply)

\_\_\_ Give the three reference forms out and have them sent  
to camp ASAP

OR

Direct your three references to fill out the online reference  
form at [www.okoboji.org/reference](http://www.okoboji.org/reference).

Dan Antoine  
Director of Programs  
[dan@okoboji.org](mailto:dan@okoboji.org)

1-800-OKOBOJI or  
712-337-3306 (ext. 119)  
[www.okoboji.org](http://www.okoboji.org)

Ingham Okoboji Lutheran Bible Camps  
1203 Inwan St.  
Milford, IA 51351

# Ingham Okoboji Lutheran Bible Camps Summer 2023 Junior Counselor Application

1203 Inwan Street, Milford, IA 51351 (712)337-3306 E-mail: dan@okoboji.org  
-please type or print-

Name: \_\_\_\_\_ Cell Phone #: (\_\_\_\_) \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Grade: \_\_\_ SEX: Male / Female E-mail address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

## **FAMILY:**

Father's Name: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_  
(or legal guardian)

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_  
(if different than permanent address above)

Mother's Name: \_\_\_\_\_ Phone#: (\_\_\_\_) \_\_\_\_\_  
(or legal guardian)

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_  
(if different than permanent address above)

Home Church and Town: \_\_\_\_\_ Pastor: \_\_\_\_\_

<b>CAMP EXPERIENCE:</b>	Camp	Camper or Staff	Address	Dates
_____				
_____				

Date you would be able to start: \_\_\_\_\_ When would you have to leave? \_\_\_\_\_

*\*\*We often look for a few staff to start early to help prep the camp facilities for summer. Please indicate earliest available start date.*

*\*\*Camp ends August 13. Camp often keeps a small number of staff on for a few weeks to help finish out our summer ministry. Please indicate your latest available end date.)*

Like the Sr. Counselors, the Junior Counselors work on a rotating basis with up to 3 weeks in a support role (kitchen, housekeeping or maintenance). How do you feel about this? \_\_\_\_\_

After viewing the job description, are you physically able to perform the duties of the position for which you are applying, including on-site housing? \_\_\_\_\_

**Are you a lifeguard?** \_\_\_\_\_ **If yes, when does your certification expire?** \_\_\_\_\_

**REFERENCES:** Please list three different people who have a well rounded knowledge of you that you'll send reference forms to. Please choose someone that is not a relative and not a peer. A Pastor, Youth Director, or teacher are great options!

Name	Street, city, state and zip	Area Code and Phone	Association
_____			
_____			

Please fill out both sides of this application and send it to the camp as soon as possible.  
We hope to make our Junior Counselor selections by mid-March.

In order to get to know you better, please type the answers to the following questions on a separate sheet of paper:

1. How did you hear about the camps and why do you want to be a Junior Counselor at IOLBC?
2. Describe your faith journey and how this impacts the way you live.
3. Please share your personal confession of faith. (Basic summary of your beliefs in God, Jesus, Holy Spirit, etc.)
4. What goals would you have for a summer at camp if you are selected to be a Junior Counselor?
5. Describe your participation in your Church, Youth Group, or other ministries.
6. Tell us about any leadership roles you have had in your school, church or youth group.
7. Tell us about any experiences you've had working directly with children.
8. Ingham Okoboji summer program involves ministry to many different groups besides kids. Please discuss any feelings you have about working with adults, senior citizens, or the mentally or physically challenged.
9. Have you ever been convicted of a felony? If yes, please explain. (Please note that a conviction will not automatically disqualify a candidate from consideration)
10. In order of preference, please rank the activities that you would prefer to help lead. Note that all options would include an orientation.

Crafts \_\_\_\_\_ Archery \_\_\_\_\_ Canoeing \_\_\_\_\_ Escape Room \_\_\_\_\_

11. Please list any skills or hobbies that you feel would benefit the camping ministry. (i.e. guitar, theater, crafts, etc)

### **Applicant Statements and Agreed Code of Conduct**

#### **Please initial each of the following statements:**

\_\_\_\_\_ I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application, or dismissal from my employment or ministry involvement.

\_\_\_\_\_ I understand that my references and contacts from prior ministries or non-ministry related work with children, student, or disabled adults may be contacted and that an appropriate criminal background check will be conducted. I authorize investigations of all statements contained in this application and I specifically authorize Ingham Okoboji Lutheran Bible Camps (IOLBC) to undertake a criminal background check of my past.

\_\_\_\_\_ I understand that I must be interviewed and recommended by a member of the IOLBC staff before I begin my ministry or employment position.

\_\_\_\_\_ I understand that I can withdraw from the application process at any time.

\_\_\_\_\_ I understand that IOLBC has a policy of ZERO TOLERANCE FOR ABUSE and takes all allegations of abuse seriously. I further understand that IOLBC cooperates fully with the authorities to investigate all cases of alleged abuse. Abuse of any kind is grounds for immediate dismissal from my employment and possible criminal charges.

\_\_\_\_\_ I declare that I am not a pedophile or child molester. I have not perpetrated physical abuse, sexual abuse, emotional abuse or neglect against a child, a student or disabled adult, and I have never been accused of these acts.

\_\_\_\_\_ I understand and agree that false statements and/or omissions regarding past conduct and/or present situations may be grounds for denial of this application for employment, and that refusal to inform IOLBC of the contents of a sealed criminal record will result in the automatic denial of the application.

\_\_\_\_\_ If employed, I agree to read and abide by all Policies and Procedures provided to me by IOLBC concerning my conduct and behavior toward children, students or disabled adults participating in IOLBC programs.

\_\_\_\_\_ I have a strong desire to serve in a Christian community, to know Jesus Christ, and to make Christ known to all!

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*Please return this application before April 1st or as soon as possible.**

**\*\*Our policy for ALL staff is to be chemical free throughout the summer (tobacco, drug and alcohol) not just when you are on site—but when you are at home, too. Non-compliance is grounds for dismissal.**

Thanks for your interest in Ingham Okoboji Lutheran Bible Camps. Please be in prayer about serving this summer.

God Is With You,



Dan Antoine  
Director of Programs, IOLBC

712-337-3306 (ext. 119)  
dan@okoboji.org

# Ingham Okoboji Lutheran Bible Camps

## Summer 2023 Junior Counselor Reference Form

I, \_\_\_\_\_, request that this recommendation be treated as confidential to the camp. I understand that it will be used solely for the decision of my application to the camps. I (\_\_\_ waive, \_\_\_ reserve) the right to view this reference form at any point in the future:

\_\_\_\_\_  
(signature of applicant)

\_\_\_\_\_  
(date)

Thank you for your input. You are receiving this form because the person above has applied to Ingham Okoboji Lutheran Bible Camps as a Junior Counselor for the upcoming summer. Your thoughts on this applicant would help us in our hiring process. We appreciate your time and your help.

**Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ST/ZIP:** \_\_\_\_\_

**# of years you've known the applicant:** \_\_\_\_\_ **Relationship to applicant:** \_\_\_\_\_

1. Our camp mission statement is "To Know Jesus Christ and to Make Christ Known to All". How do you see the applicant helping us to reach our mission? Share any insight about his or her faith walk.
2. What are strengths you see in this person that would add to the team ministry of the camps?
3. Are there any areas of concern or weakness that you see in the applicant? If so, what are they?
4. How is the applicant's relationship with his/her peers?
5. How does the applicant respond to supervisors in directive roles?
6. Is there any reason the applicant should not be staying in a cabin with children of the same gender? Y N
7. To your knowledge, has the applicant ever been charged with and/or found to have committed sexual harassment, abuse, or exploitation? Y N
8. Would you recommend this person to be hired on staff at Ingham Okoboji this summer? Y N
9. Please tell us any other information you feel would be important for us to know in our evaluation of the applicant.

Please return this ASAP to IOLBC, Attn: Summer Staff, 1203 Inwan Street, Milford, IA 51351. If you need to use the back of this form or additional pages, please feel free to do so. Thank you for your input! If you know any other quality young adults who would do well in this role, please pass on our information. God's blessings to you.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<input type="checkbox"/>	I would like to receive monthly e-mail updates from IOLBC
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