

BIRCH BAY RANCH

51505 Range Road 215
Sherwood Park, AB T8E 1H1
ph 780-922-2883 fax:780-922-3944 office@birchbayranch.com

2018 Dear Interested Staff Member:

Thank you for inquiring about employment and/or volunteering at Birch Bay Ranch. We are a Christian camp geared at telling campers between the ages of 8-16 about the love of Jesus Christ. We believe that the Bible is the TRUTH - that every word of it was inspired by God and is valid today as a tool to live by (II Timothy 3:16).

Birch Bay Ranch is located on Cooking Lake, near Edmonton, Alberta and covers 104 acres of beautifully treed land. From September to June the Ranch operates as a retreat centre for groups wanting to stay overnight and/or use the various activities of the Ranch. In July and August the Ranch is a summer camp for youths between the ages of 8 -16. Ranch activities include horseback riding, an extensive ropes course, archery, small outdoor pool, gym and field sports. In the summer we also have devotional times, and campfires. Staff can expect to work in any of the above areas, as well as cabin leaders, in the kitchen, lodge maintenance (cleaning), outdoor maintenance or anywhere else that help is required.

We hire 12-14 people to work/volunteer for May, June, July and August, and 20-25 more to volunteer for July and August. Staff can agree to work the entire two months of July and August, or, if they are only available on a weekly basis, they can indicate which weeks they are able to work. Staff will be notified in April if they have been hired for May-August and in June if they have been hired for the summer months. Very few of the staff are hired to a specific position. Most of the staff will be asked to serve in any area in the ministry of the Ranch. This may change on a weekly basis.

Birch Bay Ranch is a mission field in the same sense as Africa or China is considered missions. Staff who apply to work at the Ranch need to be prepared to commit their summer (or the amount of time they apply for) to the Lord, knowing that our purpose is to lead campers to Christ. This commitment is a 24-hour a day, 6 days per week commitment. It requires a sacrifice of time and abilities. When you apply to work at the Ranch you need to be aware that you are laying aside all other plans to concentrate your effort on the campers who attend summer camp.

A typical week for summer staff members will begin at 2:00pm on Sunday with a devotional time and staff meeting in our Main Lodge. All staff are required to be in attendance. Campers arrive at 4:30pm. All week the campers participate in various activities and are instructed, counseled and served by the staff. On Friday evening campers are involved in a Ranch Finale (run by staff) for their parents beginning at 7:00pm. The Finale ends at about 8:30pm at which time all staff are required to complete their cleanup duties before they are free to leave the Ranch (usually ready to leave the Ranch by 10:00pm on Friday evening). All staff will have Saturdays off.

We are thankful that you are interested in applying for work at Birch Bay Ranch and we would ask that you will prayerfully consider whether this is where God wants you. Once again, please be sure that you are prepared in your heart to treat the Ranch as a mission field and that your commitment to the campers, leadership and the other staff is a commitment of love and effort.

Enclosed you will find a staff application. Please fill this out and return it to us as soon as possible.

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The following dates are important for you to remember:

STAFF ORIENTATION WEEKEND:

Friday, June 1 beginning at 7:30pm until Sunday, June 3 at 2:00pm.

This is a mandatory weekend for all staff applying for the summer. This will be a time for us to get to know you and for you to find out more about the Ranch. If you have circumstances that do not allow you to attend, please contact the Ranch (780-922-2883). The cost for the weekend is FREE!

STAFF TRAINING: **These dates are mandatory** for all staff who have been hired to work or volunteer for the summer. It will begin on Thursday, June 28 at 5:00 pm and will finish Saturday, June 30 at 7:00 pm. Summer camp starts Sunday, July 1 with a staff meeting beginning at 2:00pm.

We look forward to receiving your application,

Darryl and Sharon Fraess
Directors



2018 BIRCH BAY RANCH STAFF APPLICATION FORM



PLEASE PRINT. ANSWER ALL QUESTIONS & RETURN QUICKLY!

Name: _____ Sex: M F
 Address: _____ City: _____ Prov: _____ Postal Code: _____
 Telephone: _____ Email: _____
 Birthdate (Month/Day/Year): _____
 Any disabilities, allergies, dietary needs, etc.: _____
 Emergency Contact Person: _____ Phone: _____

If under 18:

Parent/Guardian Name: _____
 Address: _____
 Phone: (home) _____ (work) _____ (cell) _____

If you are under 18, you need to have your parent sign to allow you to work at Birch Bay Ranch. Parents, you are signing to indicate that you have read the entire application (five pages) and are allowing your son/daughter to apply to Birch Bay Ranch.

Date
Signature of Parent/Guardian



Please answer the following questions on a separate sheet of paper:

1. What camping experience, if any, have you had? (Name of camp, number of years, position).
2. List education, volunteer experience and work experience (see note at bottom of page)
3. Give two (2) references, including name, email address and phone number (see note at bottom of page).
Please include a pastor or teacher and someone who is not a relative who has known you for 2 years or more.
4. Who is Jesus Christ?
5. How would you define a Christian?
6. Why is the Bible important?
7. What are your personal strengths (skills, attitudes, etc.)?
8. What does "loyalty" mean to you?
9. Are you aware that Birch Bay Ranch has a no smoking, no alcohol and no drugs policy?
10. Explain in your own words why each of the following verses is important
Romans 10:9, John 14:6

YOU WILL BE NOTIFIED AFTER STAFF ORIENTATION IF YOUR APPLICATION IS ACCEPTED.

11. If your application is accepted, you will be required to submit a police check with vulnerable persons sector– any police station will have the necessary forms for you to complete – usually takes approx 2 weeks to receive back.

Note: Submitting this application gives us permission to contact your previous employers or volunteer placements and your references.



MINISTRY AREAS



The following areas of ministry are available at the Ranch. If you have **any certification, training or experience** in any of these areas please **indicate the level received**. If you have interest in specific areas, please indicate with an "I".

- | | |
|---------------------------------|---------------------|
| _____ Cabin Leader (Counsellor) | _____ Archery |
| _____ Horses | _____ Maintenance |
| _____ Ropes Course/Climbing | _____ Kitchen Staff |
| _____ Drama/Worship | _____ Janitorial |
| _____ Swimming (Lifeguard) | _____ First Aid |
| _____ Survival Education | _____ |

By filling out this application form you are stating that you are willing to serve anywhere in the ministry of God's Ranch. Please sign here to acknowledge your willingness to serve wherever you are needed.

Signature

Date



I am available for the following weeks: (Indicate with a "check")

- () During the month of May (begins April 27)
- () During the month of June

- () Staff Orientation Weekend (June 1-3)
- () Staff Training (June 28 5:00pm – June 30 7:00pm)

- () July 1 – July 6 (campers ages 8-12)
- () July 8 – July 13 (campers ages 8-12)
- () July 15 - July 20 (campers ages 8-12)
- () July 22 - July 27 (campers ages 12-16)
- () July 29 – Aug 3 (campers ages 8-12)
- () Aug 5 - Aug 10 (campers ages 8-12)
- () Aug 12 - Aug 17 (campers ages 8-12)
- () Aug 19 - Aug 24 (campers ages 12-16)

- () During the Month of September and October



Please send this application, answered questions, and signed statement of faith to:



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BIRCH BAY RANCH
STATEMENT OF FAITH

"We believe in the divine inspiration, truthfulness, and authority of both the Old and New Testaments, in their entirety; that the Bible is the written word of God without error."

"We believe in the one-eternal God, Creator, and Lord of the world, Father, Son, and Holy Spirit, who governs all things according to the purpose of His will".

"We believe that Jesus Christ, being himself the only God-Man born of a virgin, gave himself as the only ransom for sinners. He is the only mediator between God and man. There is no other Name by which we must be saved."

"We believe that Jesus Christ died for our sins and was raised bodily from the dead according to God's Word, and that as the reigning Lord, He now offers the forgiveness of sins and the liberating gift of the Spirit to all who repent and believe."

"We believe that all men are perishing because of sin, but God loves all men, not wishing that any should perish, but that all should repent. Yet those who reject Christ repudiate the joy of salvation and condemn themselves to eternal separation from God".

"We believe that gifts of the Holy Spirit are in operation today for the edifying of the body of Christ (His Church), and that through the power of the Holy Spirit, we can be more effective witnesses for Him. The Father sent his Spirit to bear witness to his Son; without His witness ours is futile. Conviction of sin, faith in Christ, new birth, Christian growth and enrichment of the Body of Christ through His 'fruit' are all His work."

"We believe that Jesus Christ will return personally and visibly, in power and glory, to consummate His salvation and His judgment. We look forward with eager anticipation to that day, and to the new heaven and earth in which righteousness will dwell and God will reign forever."

SIGNATURE:
That you have read the above.

Do you understand the above statement? YES NO

If not, what are your concerns? _____

Comments on the above statement: _____
