



SUMMER 2018 VOLUNTEER APPLICATION

It is important that you **follow the directions here carefully**. We require EVERY staff person to have completed and submitted all of the following (not having done so will impact your ability to serve at ANBC):

- 1. APPLICATION** • Complete this application form fully, it is condensed to simplify the process (please print), we do require this form from everyone, complete with appropriate documentation as required, even if you've been to Arrowhead Native Bible Center before.
- 2. VOLUNTEER TRAINING** • Our customized volunteer training weekend is **MANDATORY** for our incoming volunteers every year, even if you've been a part of the program in the past. In some circumstances the training can be made available to you locally, if you are bringing a team or travelling significantly to be with us, please communicate with the camp manager about making arrangements for the training.
- 3. PRINCIPLES & PRACTICES** • Please read the booklet, remove the last page and return it with your application. This material is examined during our training and you can complete it at that time.
- 4. PHOTO** • If you've *never been to Arrowhead Native Bible Center*, please attach a recent photograph of yourself so we'll know who you are when you arrive, this is important to assist us with child protection.
- 5. TESTIMONY** • Attach a separate piece of paper with a brief testimony, let us know what the Lord has been doing in your life. You need to do this even if you've volunteered with us in the past, share what your relationship with the Lord has been since you were with us last. It might be helpful to prepare this portion of the application with your pastor or elders.
- 6. POLICE CHECK SCREENING VOLUNTEER APPLICANTS 18 AND OLDER** • In order to protect those in the vulnerable sector (ages 17 and under), you are required to provide a Police Check as a condition of acceptance with NCEM Camps. Every staff member on the A.N.B.C. property during camp is **REQUIRED** to have a police check completed (we must have one on file no older than 3 years). We can provide you with a form that you can take to your local detachment to request the check. We require only the stamped and signed check from the police, do not return the request form to us. NCEM is also set up with SterlingBackcheck (offices in Canada) to provide police checks on-line within 24 hours. Go to www.sterlingbackcheck.ca/ncem, choose the "Enhanced Police Information Check" from the Select a Role drop-down menu, and follow the instructions. The cost is \$29.00 per check.

Volunteer Applicants Ages 16 & 17: Young people 17 years of age and under are considered vulnerable persons. Under the Youth Criminal Justice Act, the police/RCMP will not provide NCEM with your criminal record check. However, you can go to your local police/RCMP detachment and personally request the criminal record check. NCEM cannot insist you do this, and you have the right to refuse our request. Therefore, NCEM is asking if you will voluntarily provide a criminal record check with your application as an additional safeguard of those in our care. This is not a mandatory requirement for acceptance with NCEM Camps. If you prefer not to provide a criminal record check, your acceptance will be based on your application information and reference check results.

Volunteer Applicants (Helpers & Younger Leaders in Training Ages 12 to 15) are not required to obtain a criminal record check. Acceptance will be based on application information and reference check results.

7. GET IT ALL IN A.S.A.P. • Return application, signed principles & practices and police check to Arrowhead Native Bible Center. Applications should be received prior to **May 30th, 2018**. Once your application is received we will contact you and confirm that it has arrived and is complete. If there are any portions missing or incomplete your application will be held until complete. Once complete, your application will be reviewed by the manager and you will hear back from us within two weeks. If you are coming with a team organized by your church, please communicate with the team leader about submitting your application.

MAIL TO: Grant Fawcett
622 Cox Point Road, Cumberland Bay, NB E4A 2Y4

E-MAIL TO:
fawcetts@maritimers.ca

CALL:
506.474.3933

A - PERSONAL INFORMATION

Full Name: _____ Age: _____ Birth Date (yy/mm/dd): _____

Street: _____ City: _____

Province/State: _____ Postal/ZIP Code: _____

Phone: _____ Medicare#: _____ Gender: Male Female

Citizenship: _____

Marital Status: Married Divorced Remarried Single Other explain: _____

eMail address: _____

Are there any reasons why your duties would be limited due to physical limitations or disability? If yes, please explain on a separate paper. _____

Allergies (food, insect, medication etc.): _____

Home Church: _____ Member: Yes No Phone Number: _____

Address: _____ City: _____ Province/State: _____ Postal/ZIP Code: _____

Pastor: _____ Youth Pastor/Leader: _____

Briefly explain any areas of service you have been involved in: _____

Emergency Contact

Full Name: _____

Relationship: _____

Address: _____ City: _____

Province/State: _____ Postal/ZIP Code: _____

Phone: _____

Availability

Check the weeks of camp that you are available for, you will receive a message from A.N.B.C. confirming the weeks you will be needed.

- VOLUNTEER TRAINING • June 29-July 1 (mandatory)
- WEEK 1 • June 25-29 Camp Prep / Door to Door
- WEEK 2 • July 2-6 Teen Camp (ages 13-18)
- WEEK 3 • July 9-13 Junior Camp #1 (ages 8-12)
- WEEK 4 • July 16-20 Junior Camp #2 (ages 8-12)
- WEEK 5 • July 26-August 2 Nova Scotia Camp Out (ages 15-19)

PLEASE NOTE: All volunteers are expected to arrive on Sunday afternoon, the day preceeding the first day of camp. There will be a meeting of all staff and volunteers on Monday morning. Please be prepared to stay for a debrief and clean-up on Friday afternoon before you leave.

● B - EDUCATION

Level	Institution	Province/State	Years Attended	Year of Grad.	Degree/Diploma/Cert.

● C - EMPLOYMENT RECORD

Employer / Company	Address / City	Phone	Dates Employed	Position

● D - REFERENCES

Please provide the names of three people that you know well and have agreed to act as your references. One reference should be a Christian worker (pastor, youth pastor, Sunday School teacher, etc.) One should be a person outside of your church life (employer, teacher, coach etc.) and one other person (adult). Please do not use relatives.

Name:	Occupation:	Phone:

● E - SERVICE

On the following list, put a "1" before the activities you feel qualified to organize and teach and a "2" before those you can assist with. Please circle the activities you are most interested in. In the space provided indicate your specific interest (eg: Music = Piano, Activities = Archery, etc.)

_____ Activities: _____ _____ Kitchen: _____ _____ Cabin: _____
 _____ Music: _____ _____ Maintenance: _____ _____ Nurse: _____
 _____ Drama: _____ _____ Games: _____ _____ Boat Operator: _____
 _____ Crafts: _____ _____ Janitorial: _____ _____ Waterfront: _____

Please list any skills or abilities not listed here that you feel may be of benefit to the ministry at camp this summer.

PLEASE NOTE: Children under the age of 13 that are accompanying staff members are the responsibility of that staff member. Children accompanying staff will be expected to contribute to the daily chores at A.N.B.C., there are age appropriate ministry opportunities that they can share in.



NORTHERN CANADA EVANGELICAL MISSION
PO BOX 3030, PRINCE ALBERT, SK S6V 7V4

Date: _____

To: **Chief of Police / RCMP**

_____ is applying to serve with NCEM Bible

Camps as: Volunteer Staff Salaried Staff Practicum/Internship

He/She will be working in various roles directly or indirectly with:

___ children

___ teens

___ adults

___ disabled people

___ handling money

___ other _____

(specify)

In order to ensure due diligence in the safety and protection of those in the vulnerable sector, NCEM requires all camp staff applicants to provide an up-to-date Police Criminal Record Check and Vulnerable Sector Check as part of the application process.

It is NCEM's understanding that applicants under the age of 18 years do not qualify to have a search of the Pardoned Sex Offender Database. If the applicant named above is under 18 years of age, we would request that a Vulnerable Sector form be filled out and the section with results for PSOD marked to say that a search of the PSOD was not conducted.

Once the Police Criminal Record Check and Vulnerable Sector Check are completed, please return the appropriate documentation to the above named individual. He/She will submit the document to NCEM with his/her application for service.

Sincerely,

Albert B. Heal

General Director NCEM

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Corporation #200805 dated March 21, 1947.*

NCEM Inc is registered with Canada Revenue Agency No. 10778 1296 RR0001.

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