

## **Wade Center Summer Staff Application**

***Please attach your statement of faith, at least 2 peer, and 2 professional letters of recommendation to this application.***

Full Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_ Age: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Permanent Address (Home): \_\_\_\_\_  
\_\_\_\_\_

School presently attending: \_\_\_\_\_ Major: \_\_\_\_\_

Address at school: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Home Church/ Church attending: \_\_\_\_\_ Do you attend regularly: Yes \_\_\_\_ No \_\_\_\_

What position(s) are you interested in (see descriptions of jobs located near back of application. Select all that you are interested in):

- Construction Intern \_\_\_\_\_  
Tech and Media Intern \_\_\_\_\_  
VBS Intern \_\_\_\_\_  
Sports Camp Intern \_\_\_\_\_  
Relational Intern \_\_\_\_\_

You will be required to be at Wade from June 5<sup>th</sup>- August 13<sup>th</sup>. Are there any dates during this time that you anticipate needing off for weddings, etc... Yes \_\_\_\_ No \_\_\_\_ (what dates) \_\_\_\_\_

How did you hear about the Wade Center? \_\_\_\_\_  
\_\_\_\_\_

Why do you want to be a part of the Wade Center summer staff? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any musical instruments that you play and any experience you've had in leading/ being a part of a worship team (including singing) or drama team. \_\_\_\_\_  
\_\_\_\_\_

Please list some personal strengths and weaknesses (include at least 3 of each).

Strengths: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Weaknesses: \_\_\_\_\_

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\_\_\_\_\_

Please list your past and current ministry/ leadership experiences (include name of institution, position held, duration, and description of duties): \_\_\_\_\_

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Much of the ministry that takes place at the Wade Center is geared towards reaching the people who Jesus refers to as “the least of these.” (Matt. 25:34-45) What are some opportunities you have had to reach out to the “least of these” in your community, in other countries, etc.: \_\_\_\_\_

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Being a part of the Wade Center summer staff involves hard, physical work, long hours, professionalism, creativity and a high energy, and positive attitude. Describe the work principles that you hold to:

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List the top 5 skills that would qualify you to work for the Wade Center: \_\_\_\_\_

\_\_\_\_\_

Tell us about any community living (living in dorms, living with roommates, etc.) experiences you have had:

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How do you respond to conflict (with co-workers, roommates, friends, etc):

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Please explain what being responsible and keeping a commitment means to you:

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This job will require you to speak, and in some cases teach, large groups of people. How comfortable are you with public speaking and what experience have you had in teaching:

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What is one thing lacking in our culture today that you feel like teens need? Please explain: \_\_\_\_\_

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Please complete the following questions in the space provided.

What experience do you have in working with elementary aged children?

What interests you in working with mission teams and elementary aged children?

How did you come to know Jesus Christ as your Lord and Savior?

Describe your faith journey. Include details about any notable stages in your spiritual growth, about your personal devotional life, and your involvement in Christian community (Be Honest)

Who is one person that has impacted your life for Christ in a very significant way? What about his or her character and lifestyle has impressed you?

What are you passionate about?

If you were given 5 dollars at Wal-Mart what would you buy? Why?

Are there any (health) reasons you may have difficulty performing any of the essential elements of the job? Yes \_\_\_\_ No \_\_\_\_ (If yes please explain) \_\_\_\_\_

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Do you use any of the following: Illegal Drugs, Alcohol, Tobacco? Yes \_\_\_\_ No \_\_\_\_ If yes, what? \_\_\_\_\_

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As a staff member you will be a role model for children and youth. Are you willing and able to refrain from the use of tobacco products, alcoholic beverages, illegal drugs, sexual relations, and offensive language during the on and off hours of employment? Yes \_\_\_\_ No \_\_\_\_ If no, explain \_\_\_\_\_

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Camp is a place where there are structure and rules that must be adhered to by all staff. How do you think you will respond to having freedoms, which you now may enjoy, being limited for the sake of the programs, kids, and community?

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Have you ever been convicted of a felony, of child abuse, or sexual abuse? Yes \_\_\_\_ No \_\_\_\_ If yes, explain (if necessary, use separate sheet of paper) \_\_\_\_\_

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***IMPORTANT: Please Read Each Paragraph Carefully Before Signing***

By my signature placed below, I affirm that the information provided in this employment application is true and complete. I understand that if employed, any false information or omissions shall be considered sufficient cause for dismissal without any obligation or liability to me other than for payment, at the rate agreed upon, for services actually rendered. I agree to immediately notify the Wade Center if I should be convicted of a felony, or any crime involving dishonesty or a breach of trust while my job application is pending or during my period of employment, if hired.

I authorize the Wade Center to run a criminal background check. I authorize the investigation of all statements contained in this application. And I also give my permission to the Wade Center staff to contact the references listed in this application. I understand and agree that, if hired, I may be required to submit to a drug test if the Center determines it has a reasonable suspicion that I am using or under the influence of drugs or alcohol. I also understand and agree that, if hired, I may be required to submit to a search of my personal property if Wade determines it has a reasonable suspicion of theft or possession of drugs, alcohol, weapons, or stolen property on the Wade Center property.

I understand that this application does not, by itself, create a contract of employment. I understand and agree that, if hired, my employment is for no definite period of time, and may, regardless of the date of payment of my wages or salary, be terminated at any time.

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

## Summer Intern Job Descriptions

**CONSTRUCTION INTERN-** This intern will be responsible for coordinating construction projects in the community and at the Wade Center.

*Responsibilities:*

- Create long-lasting relationships with the missionaries and other interns.
- Taking applications from local home owners for home improvements and communicating with homeowners to answer any questions.
- Work closely with mission teams to coordinate their experience and expertise to do construction jobs.
- Have knowledge and skill of doing home repair projects such as, painting, roof work, yard work, cleaning, patching holes, and other basic repairs.
- Work on repairs and assist with maintenance at the Wade Center.
- Pick up necessary materials to complete home repairs.
- Lead skilled and unskilled team in completing repairs and construction.
- Assist the Wade Center in recruiting skilled volunteers.

*Qualifications:*

- Have a love for the Lord and the desire to deepen your relationship with Him.
- Be flexible and able to take direction and correction, and thereafter be a servant leader and take initiative to lead and to serve alongside mission teams.
- Previous construction experience; residential construction preferred.
- Ability to lead and serve with skilled and unskilled workers.
- Ability to work with people of diverse backgrounds.
- Some weekend availability.
- Have a valid driver's licenses.

**TECH INTERN-** This intern will be responsible for documenting the events of the entire Wade Summer Program on camera, video, and other forms of digital media. This intern will be able to use software to create a weekly DVD or flash drive to present to the leaving mission group on Friday to recap their experience. This intern will also be responsible for keeping up with Wade Center social media.

*Responsibilities:*

- Willing to create long-lasting relationships with the missionaries and other interns.
- Document all aspects of the Summer Program on digital media.
- Create a weekly DVD or flash drive for distribution to the missionaries.
- Responsible for controlling the sound board whenever needed.
- Update website as needed throughout the Summer Program
- Digitally design flyers, t-shirts, water bottles, ect.
- Be flexible and able to pick up other tasks as needed by the other interns/staff.

*Qualifications:*

- Have a love for the Lord and the desire to deepen your relationship with Him.
- Be flexible and able to take direction and correction, and thereafter be a servant leader and take initiative to lead and to serve alongside others.
- Must have knowledge of digital cameras, gopro's sound equipment, digital video equipment, and video editor software, such as MovieMaker.

- Ability to work with people of diverse backgrounds.
- Some weekend availability.
- Have a valid driver's licenses.

**VBS INTERN-** This intern will be responsible for all aspects of the Vacation Bible School part of Wade Summer Camp. This intern will coordinate with the mission teams prior to their arrival to plan for VBS. VBS includes a lesson, game, and craft. Each week will have a theme and the VBS intern will oversee all aspects.

*Responsibilities:*

- Willing to create long-lasting relationships with the missionaries and other interns.
- Coordinate plans with mission team leaders prior to their arrival and oversee all aspects of Vacation Bible School.
- If needed, be able to teach the lesson, game, and craft.
- Be able to help recruit volunteers.
- Be flexible and able to pick up other tasks as needed by the other interns/staff.

*Qualifications:*

- Have a love for the Lord and the desire to deepen your relationship with Him.
- Be flexible and able to take direction and correction, and thereafter be a servant leader and take initiative to lead and to serve alongside others.
- Must have a love for children and a desire to help train them towards the Lord.
- Must have a positive personality to motivate mission teams and kids to be excited about activities.
- Ability to work with people of diverse backgrounds.
- Some weekend availability.
- Have a valid driver's licenses.

**SPORTS INTERN-** This intern will be in charge of the sports camp at Wade summer-camp. This intern will be able to coordinate with the mission teams prior to their arrival to plan for the sports camp. This intern will have knowledge of planning activities for kindergarten-8<sup>th</sup> grade students and coordinating games, activities, and possibly tournament events. The Sports Intern will encourage Christian, sportsmanship-like conduct and will give a biblical analogy to each game or activity.

*Responsibilities:*

- Willing to create long-lasting relationships with the missionaries and other interns.
- Coordinate plans with mission team leaders prior to their arrival and oversee all aspects of sports camp.
- Be able to run the sports camp yourself.
- Be able to help recruit volunteers.
- Be flexible and able to pick up other tasks as needed by the other interns/staff.

*Qualifications:*

- Have a love for the Lord and the desire to deepen your relationship with Him.
- Be flexible and able to take direction and correction, and thereafter be a servant leader and take initiative to lead and to serve alongside others.
- Must have a love for children and a desire to help train them towards the Lord.
- Ability to work with people of diverse backgrounds.
- Some weekend availability.
- Have a valid driver's licenses.

**Relational Intern** - The Relational intern will be responsible for the day to day interactions between the missionaries who will be working in the classroom with the children and the teaching staff. This intern will oversee the daily schedule of the classroom portion of the day to ensure that each room is staffed sufficiently, materials are available and missionaries are kept busy. This intern will also share responsibilities of all other interns to help out when needed.

*Responsibilities:*

- Willing to create long-lasting relationships with the missionaries and other interns.
- Coordinate plans with mission team leaders prior to their arrival so that they will be adequately prepared for classroom activities and Wade's daily schedule.
- If needed, be able to work in the classroom yourself.
- Be able to help recruit volunteers.
- Be flexible and able to pick up other tasks as needed by the other interns/staff.

*Qualifications:*

- Have a love for the Lord and the desire to deepen your relationship with Him.
- Be flexible and able to take direction and correction, and thereafter be a servant leader and take initiative to lead and to serve alongside others.
- Must have a love for children and a desire to help train them towards the Lord.
- Ability to work and communicate well with people of diverse backgrounds.
- Ability to be patient and adequately deal with questions, concerns, and confrontations involving mission teams.
- Some weekend availability.
- Have a valid driver's licenses