



Winter 2018

Dear Applicant,

Thank you for your interest in serving on our summer staff. This year we will be hiring 18 individuals. DuBois Center is a wonderful place to share your faith and be yourself – your best self! It is also a place where great fun, hard work, amazing friendships and long hours are part of everyday life. Working at camp has been compared to being on a mission trip – all summer long. The experience is both rewarding and challenging, **requiring that each staff member be dedicated to providing unselfish service to others.** Please consider this challenge prayerfully. Your commitment to this ideal can make a huge difference in the quality of the experience for you and your campers, as well as your fellow staff members and volunteers.

A full application packet includes an application, two reference forms, and a DCFS Authorization for Background Check. After complete packets are received in our office, applicants will be called regarding interviews. Interviews will begin in late February. If you do decide to apply, please complete the application and return it to our office. Complete the DCFS form and mail it directly to the DCFS office designated on the form. Give the **Reference Forms** to two of the people you listed under “References” in the application and ask them to return the forms promptly to our office. **Note:** These individuals should be able to give a fair, objective estimate of your probable success as a camp staff member. Be sure to include your pastor or another key church or community leader such as a teacher, and exclude close personal friends. In addition to a church leader, work supervisors and people who have seen you interact with children and youth are preferred. Before positions are offered, criminal background checks will be run on candidates. We hope to have all positions filled by mid-April at the latest.

Current Lifeguard certification is not required, but it is recommended. At least seven of those hired must have this certification to adequately cover swimming and boating activities. If you are a swimmer of moderate to advanced skill, it is to your advantage to consider this training. Classes are often available through local colleges and universities (for credit), YMCAs, Parks Departments, JCCs, and Boys & Girls Clubs. You may also check with your local Red Cross office. Be forewarned that community classes in the spring are often intense – about 30-36 hours in 4-6 days. Whichever you might be considering – start swimming today! It takes time to build up your endurance.

Summer staff need to come to camp **with current certification** in First Aid and Child-Adult CPR/AED, or if you are a lifeguard – CPR/AED for Professional Rescuers. These certifications are **prerequisites** for all paid summer staff positions. In addition, some pre-camp online training will be required.

Again, thank you for your interest. We look forward to hearing from you. Please contact us if you have any questions.

Sincerely,

*Shirley Asmussen*

Shirley Asmussen  
Director of Outdoor Ministries