



DIOCESAN SUMMER CAMPS

Department of Youth and Young Adult Ministries

Diocese of the Armenian Church of America (Eastern)

Volunteer Application Packet

You are receiving this packet because of your service in the past or because you have expressed an interest in serving this year and have a desire to become a part of the magic that St. Vartan Camp or Hye Camp offers each summer. Our team of volunteers is an integral part of the quality, integrity and success of our camp programs. Volunteers serve as mentors and Christian role models, and as such, not only have a positive and lasting impact on campers but also bear a tremendous responsibility. Accordingly, we are seeking fun-loving, dedicated, and faithful individuals who welcome the opportunity to spend the week, or even the summer, mentoring young Armenian Christians and strengthening their own faith in the process.

Each summer, St. Vartan Camp returns home to the Ararat Youth and Conference Center in Greenville, NY, and Hye Camp returns home to Camp Hickory in Ingleside, IL. This summer, St. Vartan Camp will once again offer three two-week sessions, while Hye Camp will offer a one-week session. As dedicated members of your parish community, I am sure you know of young adults that would make excellent staff members. We hope that you will help us in spreading the word and recruiting this year. In addition, if you know of other adult volunteers that would benefit our program, then please pass this information on to them and ask them to contact us. The areas that we are most in need of adult volunteers are: camp nurses, classroom volunteers, nighttime security, lifeguards, Armenian Language instructors, and Religion instructors.

Your application and clergy recommendation form are enclosed. Please take time to complete each section fully. Also, be sure to give the clergy recommendation form to your pastor as soon as possible so that he has sufficient time to submit it before the deadline. The clergy recommendation form should be sent directly from your pastor. Please postmark all of your application materials, including the clergy recommendation form, by **APRIL 15** for St. Vartan Camp and by **JUNE 1** for Hye Camp, so we can plan accordingly. As you know, our space for volunteers is limited but our need for your support is great. We will notify you of your acceptance no later than May 15 for St. Vartan Camp and no later than July 1 for Hye Camp.

We hope you will be a part of the exciting ministry that awaits us all at St. Vartan Camp and Hye Camp during the upcoming camp season. We look forward to hearing from you soon!

The Department of Youth and Young Adult Ministries

FOR ST. VARTAN CAMP:

Return this form via email, no later than **APRIL 15**, to:

stvartancamp@armeniandiocese.org

FOR HYE CAMP:

Return this form via email, no later than **JUNE 1**, to:

jenniferm@armeniandiocese.org

Diocese of the Armenian Church (Eastern) • Department of Youth and Young Adult Ministries

St. Vartan Camp • Yn. Arpi Kouzouian • StVartanCamp@armeniandiocese.org • (215) 452-8322

Hye Camp • Jennifer Morris • JenniferM@armeniandiocese.org • (248) 648-0702

www.armenianchurch.us • www.diocesansummercamps.org



DIOCESAN SUMMER CAMPS

Department of Youth and Young Adult Ministries

Diocese of the Armenian Church of America (Eastern)

VOLUNTEER APPLICATION

St. Vartan Camp Session A: June 25 – July 8, 2023

St. Vartan Camp Session B: July 9 – July 22, 2023

St. Vartan Camp Session C: July 23 – August 5, 2023

Hye Camp: July 29 – August 5, 2023

**Please attach a clear copy
of your Driver's License.**

In order to qualify as a volunteer, an applicant must:

- a) Be at least 25 years old by the start of the session you wish to attend.
- b) The following **must be completed and received by APRIL 15 for St. Vartan Camp and JUNE 1 for Hye Camp**:
 - (i) this Volunteer Application;
 - (ii) a photocopy of your Driver's License or other Government issued ID;
 - (iii) the enclosed Voluntary Disclosure Statement; and
 - (iv) the enclosed Clergy Recommendation Form (to be completed and submitted directly by applicant's pastor)

Applicant Information:

NAME: _____ EMAIL: _____

CURRENT ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOME ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

PARISH (name and city): _____

BIRTHDAY: ____/____/____ AGE (at the start of session): _____

Do you have Facebook?: YES NO If so, what is your display name?: _____

SHIRT SIZE (Adult sizes, please circle choice): S M L XL XXL

Please check off below if you are certified and provide copies of certification with this application:

CPR: _____ First Aid: _____ Water Safety/Lifeguarding: _____

Please check all sessions you are able to attend:

_____ Session A (June 25 – July 8, 2023)

_____ Session B (July 9 – July 22, 2022)

_____ Session C (July 23 – August 5, 2023)

_____ Hye Camp (July 29 – August 5, 2023)

Please rank your preferred session(s) (1st, 2nd, 3rd):

_____ Session A (June 25 – July 8, 2023)

_____ Session B (July 9 – July 22, 2022)

_____ Session C (July 23 – August 5, 2023)

_____ Hye Camp (July 29 – August 5, 2023)

CAMP EXPERIENCE:		
Dates Attended	Name of Camp	Position Held (Camper/CIT/Staff/Volunteer)

EDUCATION:			
Dates Attended	Name of School and Major	Degree Completed	Grad. Date

WORK EXPERIENCE:			
Dates Worked	Employer/Company Name	Position and Duties	Phone No.

REFERENCES:		
Name	Relationship to Applicant (non family members)	Phone No.

VOLUNTEER POSITIONS: *Please indicate the positions desired in order from 1st, 2nd, 3rd, 4th, etc. choice. Be aware that we cannot guarantee offering you your preference.*

_____ Camp Nurse	_____ Camp Office Support	_____ Arts & Crafts Instructor
_____ Nighttime Security (25+)	_____ Public Relations (blogs, photos, <i>The Vartan Voice</i> , etc.)	_____ Armenian Language Instructor
_____ Lifeguard	_____ Driver (airport, shopping, ER, etc.)	_____ Religious Language Instructor
_____ Other (please specify):	_____ Camp Support (laundry, inventory, canteen, etc.)	_____ Cultural Music Instructor
		_____ Armenian Dance Instructor

Possible Restrictions:

1. Are there any reasons you may have difficulty in performing any of the essential elements of the position for which you have applied? If so, please explain.

2. Are there any conditions to your acceptance of a position if one is offered to you? If so, please explain.

I understand that I am an ambassador of St. Vartan Camp/Hye Camp and the Armenian Church before, during, and after the summer camp season. I also understand that I am expected to both lead a Christian lifestyle and encourage campers to do the same. I will portray myself as an exemplary representative of St. Vartan Camp/Hye Camp and the Armenian Church in all social realms including but not limited to: the internet (i.e Facebook, Twitter, YouTube, etc.) social functions where campers, their families, or other staff members may be in attendance (such as Sports Weekend), etc. I understand that my failure to do so may impact my position at St. Vartan Camp/Hye Camp.

SIGNATURE: _____ DATE: ____/____/____

I authorize investigation of all statements herein and release St. Vartan Camp/Hye Camp, the Diocese of the Armenian Church of America (Eastern) and all of its Departments and Organizations and all others from liability in connection with it. I understand that, if accepted, I will be a volunteer of St. Vartan Camp/Hye Camp and that any agreement to the contrary must be in writing and signed by the St. Vartan Camp/Hye Camp Director designated by the Diocese of the Armenian Church of America (Eastern). I also understand that untrue, misleading, or omitted information herein may result in dismissal, regardless of the time of discovery.

SIGNATURE: _____ DATE: ____/____/____

** All statements become part of any future personnel files. **

FOR ST. VARTAN CAMP:

Return this form via email, no later than **APRIL 15**, to:

stvartancamp@armeniandiocese.org

FOR HYE CAMP:

Return this form via email, no later than **JUNE 1**, to:

jenniferm@armeniandiocese.org



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Voluntary Disclosure Statement

All Staff and Volunteers must complete this form.

NAME: _____ BIRTHDAY: ____/____/____
HOME ADDRESS: _____
OTHER NAMES BY WHICH KNOWN (E.G. MAIDEN NAME): _____
HOME PHONE: _____ BUSINESS PHONE: _____
CELL PHONE: _____ E-MAIL ADDRESS: _____
SCHOOL OR COLLEGE: _____
SCHOOL/COLLEGE ADDRESS: _____
DRIVER'S LICENSE #: _____ STATE: _____ EXPIRATION DATE: _____

1. Previous residence(s) for the last five years, including college and home residences:

CITY: _____	STATE: _____	YEARS: _____
CITY: _____	STATE: _____	YEARS: _____
CITY: _____	STATE: _____	YEARS: _____
CITY: _____	STATE: _____	YEARS: _____
CITY: _____	STATE: _____	YEARS: _____

2. Have you ever been convicted of any crime relating in any manner to children and/or your conduct with them?

YES: _____ NO: _____ If yes, please explain:

3. Have you ever been convicted of any crime including, but not limited to, those listed below and/or any crime similar in any manner to those listed below?

- Indecent assault and battery on a child under fourteen
- Indecent assault and battery on a mentally retarded person
- Indecent assault and battery on a person who has obtained the age of fourteen
- Rape
- Rape of a child under sixteen with force
- Assault with intent to commit rape
- Kidnapping of a child under sixteen with intent to commit rape
- Distribution and trafficking of narcotics or other controlled substances
- Intent to commit any of the above crimes

YES: _____ NO: _____ If yes, please explain:

4. Have you ever been adjudged liable for civil penalties or damages involving sexual or physical abuse of children?

YES: _____ **NO:** _____ **If yes, please explain:**

5. Are you now or have you ever been subject to any court order involving sexual or physical abuse of a minor, including, but not limited to a domestic order or protection? YES: _____ **NO:** _____ **If yes, please explain:**

6. Have your parental rights ever been terminated for reasons involving sexual or physical abuse of children?

YES: _____ **NO:** _____ **If yes, please explain:**

I understand that:

1. The camp may deny employment to any person who answers “yes” to any one of questions 2-6. If hired and the employer later discovers circumstances that would indicate a “yes” answer to any of the above questions, employment may be terminated.
2. The information provided on this form is subject to verification, which may include a criminal history check and request from any Central Registry of child abusers.
3. The camp may terminate employment or volunteer service of any person if that person is found, regardless of when discovered, to:
 - a. Have a history of complaints of abuse of a minor;
 - b. Have resigned, been terminated or been asked to resign from a position whether paid or unpaid, due to complaint(s) of sexual abuse of a minor; and/or
 - c. Have falsified or omitted information in this disclosure statement.
4. This disclosure statement must be updated yearly.

SIGNATURE: _____ **DATE:** ____/____/____

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Clergy Recommendation Form

*All Volunteer applicants must submit the following recommendation form to their pastor.
In the absence of a pastor, a youth advisor or a parish council chairman may complete this form.*

APPLICANT NAME: _____

PASTOR: _____ PARISH: _____

Your parishioner is applying to be a **Volunteer** for **St. Vartan Camp/Hye Camp**. As his/her pastor, please evaluate the applicant's past performance as well as potential for the position for which they are applying. The clergy reference is an important part of the application process and your thoughtful and frank comments will be appreciated. Your comments will be kept confidential. Under each question, check the phrase that most accurately describes the applicant's habitual behavior. Please remember that it will be the truly exceptional person who ranks high in all categories.

1. How long and in what capacity have you known this applicant?

2. In what areas has the applicant been involved in parish life?

- ☐ Sunday School
- ☐ ACYOA Juniors
- ☐ ACYOA Seniors
- ☐ Altar Server
- ☐ Choir
- ☐ Other: _____

3. How well is the applicant able to direct others?

- ☐ Poor leader; incapable of leading others
- ☐ Usually follows the lead of others
- ☐ Normally successful in leading others
- ☐ Very successful in leading others
- ☐ Exceptional leader; inspires others along desirable lines of action

4. How well does the applicant work with others for the good of the group?

- ☐ Cooperates grudgingly; makes trouble – obstructionist
- ☐ Gives limited cooperation; neglects common good
- ☐ Cooperates with others toward accomplishment of common cause
- ☐ Cooperates willingly and actively regardless of self-benefit; makes things go smoothly
- ☐ Exceptionally successful in working with others and inspiring confidence

5. How does this applicant react to suggestions or criticisms of others?

- ☐ Takes criticism as a personal insult or resents suggestions
- ☐ Listens to suggestions but may act without considering them
- ☐ Follows suggestions willingly or asks for constructive feedback

6. How responsible is the applicant? Is he/she able to competently get things done independently?

- ☐ Irresponsible even under supervision
- ☐ With constant supervision will do satisfactory work
- ☐ Usually needs detailed direction with checks on work
- ☐ Carries out activity on one's own responsibility
- ☐ Exceptionally able to accomplish work without supervision

7. How spiritually mature is the applicant?

- ☐ Rarely expresses or exhibits spiritual maturity
- ☐ Seems indifferent to spiritual growth
- ☐ Actively engages in discussions; asks questions about his/her faith
- ☐ Faith plays an integral part of his/her everyday life

8. How well does this applicant control his/her emotions?

- ☐ Easily depressed, irritated or elated
- ☐ Tends to be over-emotional
- ☐ Unresponsive; apathetic
- ☐ Usually well-balanced

9. Narrative Report - Please use an additional sheet of paper to share your thoughts on the following:

- Explain why you feel this applicant is a worthy candidate.
- List any concerns you may have that will help us ensure this candidate's success.
- State whether or not you have any concerns about this applicant working with children and why.
- Share any general thoughts or comments.

SIGNATURE: _____ DATE: ____/____/____

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