

MPCC Youth Ministries presents

# **WINTER EXPLORATION**

Montebello Plymouth Congregational Church  
144 South Greenwood Avenue, Montebello, CA 90640  
Tel: (323) 721-5568 Email: [summerex@montebelloucc.org](mailto:summerex@montebelloucc.org)

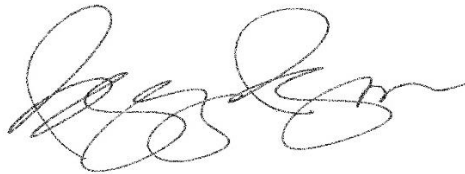
To all new and prospective staff members:

Winter Exploration is just around the corner and we're looking for staff members for our short four day session December 27-30. Winter Ex is a fun, learning environment meant to expose children to the teachings of the Bible. Many of our children are un-churched and this is a great opportunity to teach and be a model of your faith.

The number of staff positions for Winter Ex are limited. We strongly encourage you to turn in your application as soon as possible. Please read the attached job description and requirements. New applicants need to fill out a staff application, emergency medical form, obtain a letter of reference and go through the process of an interview. Please also pay close attention to the training schedule as these are very important to the cohesiveness of our staff.

We pray that you will search your heart and perhaps find that God is calling the servant inside you to serve His children. If you have any questions, please let us know via email, we are more than happy to give you more information.

In His Love and Promise,

A handwritten signature in black ink, appearing to read 'BJ Woo', written in a cursive style.

BJ Woo  
Director

Applications must be submitted  
By December 4, 2022

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## WINTER EXPLORATION 2022 NEEDS STAFF!

- Who and what we are:** Winter Exploration 2022 is a Vacation Bible School for children from preschool through 8<sup>th</sup> grade. We use the facilities and run under the auspices of Montebello Plymouth Congregational Church. In addition to teaching a Bible-based curriculum, we also include other various activities such as: arts and crafts, cooking, physical education, performing arts, field trips, and multimedia.
- When:** The program begins on Tuesday December 27<sup>th</sup> and ends Friday, December 30<sup>th</sup>. A staff meeting will be held on December 22<sup>nd</sup> for training and set-up. Winter Ex staff hours are from 8:30 a.m. – 5:00 p.m. to allow for meetings, set-up and cleaning.
- Requirements:** **Winter Ex staff positions are on a volunteer basis only.**  
High School, High School graduate, college or seminary student preferred. All staff members must be able to work in a team ministry situation. The Winter Ex staff member works with the directors, other teachers, and the Church Pastor. They must also show maturity in their Christian faith and a willingness to work and play with youth.  
  
A letter of recommendation from a church pastor or layleader will be required with the application. (A letter of recommendation is not required if attending MPCC on a regular basis).
- How to apply:** Complete the application and emergency medical forms. These must be submitted no later than Sunday, December 4. A reference letter from a pastor, youth pastor, or organization is required for all applicants who do not attend MPCC regularly. A formal interview is then set up with the director. The actual number of staff is based on the total student enrollment. A background check will be completed on all applicants, returning or new. Submitting an application or completing an interview does not guarantee a position. Confirmed staff members will be notified by December 18<sup>th</sup>.
- Where:** **Winter Exploration 2022**  
Director: BJ Woo  
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## Winter Exploration Staff Application for new staff

Name: \_\_\_\_\_ Home Ph: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Cell Ph: (\_\_\_\_) \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

How do you plan on getting to/from Winter Ex? \_\_\_\_\_

Do you have a first aid certificate? \_\_\_\_\_

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### Education:

High School: \_\_\_\_\_ Grade Completed: \_\_\_\_\_

List school related extra-curricular activities: \_\_\_\_\_

College: \_\_\_\_\_ Major: \_\_\_\_\_ Degree: \_\_\_\_\_

Do you speak any other languages? \_\_\_\_\_ Fluency: \_\_\_\_\_

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### Work Experience (if none, most recent volunteer experience):

\*Last/Current Employer: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Name of Supervisor/Manager: \_\_\_\_\_ Bus.Phone:(\_\_\_\_) \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Do you plan to keep working during Winter Ex? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what will your hours of availability be: \_\_\_\_\_

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## Work/Volunteer Experience (Please feel free to use the back of this page)

Have you ever worked with young children before? \_\_\_\_\_ What were their ages and your responsibilities? \_\_\_\_\_

How would you describe yourself and why (choose from the selections below):

- 1) Self-starter      2) Team Player      3) Organizer      4) Glue that holds everything together

## Christian Experience (Please feel free to use the back of this page)

How many times do you attend church each month? \_\_\_\_\_ When was your last visit? \_\_\_\_\_

Name of church: \_\_\_\_\_

Name of Pastor or Youth Minister: \_\_\_\_\_

(Please attach a letter of reference from the person listed above).

What do you hope to gain by working at Winter Ex? \_\_\_\_\_

What are your struggles (we all have them), and what's going well?

## Background and History

Would you feel comfortable if a student were able to see all of your social media content (facebook, instagram, twitter, etc.)? Why or why not? \_\_\_\_\_

Is there any circumstance or pattern in your life which would make it inappropriate for you to serve with minors or would compromise the integrity of Winter Exploration and/or MPCC?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

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## Hobbies and Leisure Activities:

List any hobbies or leisure activities that you feel would be helpful to our program:

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Please check if you have any experience in the following:

- Camping:** to what extent \_\_\_\_\_
- Art/Music:** description \_\_\_\_\_
- Counseling:** what level \_\_\_\_\_
- Leading Worship:** to what extent \_\_\_\_\_

How do you like to spend your free time? What do you do for fun? \_\_\_\_\_

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## References:

List three people (adults who are not relatives) who have known you for more than three years. You should include at least two people with religious or organizational affiliations.

Name	Relationship	# yrs known	telephone#
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

By my signature below, I give to Summer/Winter Exploration and/or Montebello Plymouth Congregational Church and its agents authorization to contact references for the purpose of evaluating my character and reputation and to check criminal history records, motor vehicle records, education and employment verification. I further understand that any information will be used strictly for evaluating my qualification (or disqualification) as a staff member.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Signature if under 18

\_\_\_\_\_  
Date

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## **Applicant's Statement**

I authorize any references or organizations listed in this application to give you any information they may have regarding my character and fitness for children and youth work. I release all such references from liability for any damage that may result from furnishing such evaluations to you, and I waive any right to inspect references provided on my behalf.

Should my application be accepted, I agree to be bound by the rules and regulations and policies of Summer/Winter Exploration and Montebello Plymouth Congregational Church, and to act in accordance with those, in the performance of my services on behalf of the church.

I hereby attest and certify that I have never been arrested for, charged with, convicted of, nor pled guilty to: child abuse, endangering children, gross sexual imposition, sexual imposition, voyeurism, public indecency, any offense of violence, or any existing or former offense of any municipal corporation, any state, United States, or any other nation that is substantially equivalent to any of the above offenses. (If you have been convicted of or pled guilty to any of the above offenses and wish to explain the circumstances thereof, please do so on a separate sheet.) I further certify that I have never been discharged from employment or a volunteer position because of any activity covered by the foregoing.

I hereby authorize any present or former employer, person, firm, corporation, physician, or government agency to answer any and all questions and to release or provide any information within their knowledge or records, and I agree to hold any and all of them harmless and free of any liability for releasing any truthful information that is within their knowledge and records. I further authorize Montebello Plymouth Congregational Church to conduct a check of my police criminal records and agree that I will fully cooperate in providing all information and signing all documents necessary to conduct such a check.

I hereby attest and certify that the above information provided by me is true and correct to the best of my knowledge. I understand that misrepresentations or omissions may disqualify my application or result in my immediate dismissal if I am already serving in a children- and youth-related position.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

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## Medical Permission & Status Form for Staff

Name of staff member(last/first) \_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_

Father Or Guardian Name \_\_\_\_\_ Bus. Phone (\_\_\_\_) \_\_\_\_\_

Mother Or Guardian Name \_\_\_\_\_ Bus. Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Date of Birth \_\_\_\_\_

Driver's License#: \_\_\_\_\_ Auto Ins. Policy: \_\_\_\_\_

Completing the following information will not

Are you insured to transport other than family members? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been found at fault in an auto accident? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Alternate Emergency Contact: \_\_\_\_\_ Bus. Phone(\_\_\_\_) \_\_\_\_\_

Doctor's Name \_\_\_\_\_ Bus. Phone(\_\_\_\_) \_\_\_\_\_

Medical Plan & Number: \_\_\_\_\_

Allergies/Health Problems \_\_\_\_\_

(I)(We), the undersigned parent(s) of the named above, a minor, do hereby authorize the staff of Summer/Winter Exploration and Montebello Plymouth Congregational Church as agents for the above named to consent to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment and hospital care which is deemed advisable by any physician or surgeon licensed under the provisions of the Medical Practice Act on the medical staff at any hospital, whether such diagnosis or treatment is rendered at the office of said physician or at said hospital.

It is understood that this authorization is given in advance of a specific diagnosis, treatment, or hospital care being required but is given to provide authority and power on the part of (my) (our) aforesaid agents to give specific consent to any and all such diagnosis, exercise of his/her best judgment may deem advisable.

This authorization is given pursuant to the provisions of Section 25.8 of the Civil Code of California.

(I)(We) hereby authorize any hospital which has provided treatment to the above named minor pursuant to the provisions of Section 25.8 of the Civil Code of California to surrender physical custody of such minor to (my)(our) above named agent(s) upon the completion of treatment. This authorization is given pursuant to Section 1283 Health and Safety Code of California.

These authorizations shall remain effective until December 31, 2022 unless sooner revoked in writing delivered to said agents.

A photocopy of this authorization shall have the same force and effect as the original.

Date \_\_\_\_\_ Signature (Parent or Guardian if under 18) \_\_\_\_\_

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