

Canyonview Camp Ranch Hand Program

General duties of a Ranch Hand:

1. To be in accord with the purpose and goals of Bible Teaching, Inc. and Canyonview Camp.
2. To be a constructive member of the staff in contributing in every way possible to the health, harmony, and happiness of the Canyonview family group.
3. To pray that each camper shall come to know Christ as Savior and Lord of their life, and to live in accord with this desire, not putting a stumbling block in their way by any means.
4. To conduct myself in accord with the policies of Canyonview and to be loyal to camp at all times.
5. To be solution oriented rather than problem oriented. When conflict arises, to seek reconciliation's with the person involved or through my director. To never gossip.
6. To assist in the functions of camp beyond my special tasks designated in my job description.
7. To be present at all staff meetings, morning devotions and group Bible studies.
8. To be at campfire, participating and helping with camper control.
9. Arrive on time and be prepared for all assigned lessons and daily chores, feeding, stall, etc.
10. Be on time and ready for my weekly riding lesson and seminars and workshops.
11. To read and follow all guidelines set in the Staff Manual.
12. To be dedicated to devote time each day to spend alone with God.

Responsibilities of the Administration to the Ranch Hands:

1. To demonstrate a commitment to each Ranch Hand's well being (spiritual, mental, physical), as well as to their success in their particular job.
2. To help you, our Ranch Hand, to adjust to your responsibilities and to acquaint you with the goals and philosophy of Canyonview.
3. To encourage and provide you with, time to spend alone with God each day.
4. To provide the Ranch Hand with one riding lesson, one seminar, one Bible study each week.
5. To assist in development of your horsemanship skills, leadership skills and stronger relationship with the Lord.
6. To supervise and be an example in all Biblical aspects and standards that Canyonview sets.
7. It is also understood that the administration reserves the right to dismiss any member of the staff when the best interests of the camp demand.

I have read over the duties and responsibilities of the Ranch Hand program and the responsibilities of the administration to the Ranch Hands.

Signature of Applicant _____

Signature of Parent _____
(not valid without Parents signature)

Address: _____

Phone: _____ Date: _____

Canyonview Camp Ranch Hand Health Release

(Please attach additional sheets as necessary.)

Name _____ Date of Birth _____

Address _____

street

city

state

zip

Phone () _____ Weight _____ Height _____

Dates of last boosters: Tetanus _____ Polio _____

Is child subject to: Asthma _____ Hay fever: _____ Diabetes: _____

Seizers _____ Is appendix removed? _____

Any allergic reactions to drugs, plants, animals, foods, etc. (*List any applicable*) _____

Any specific health problems: _____

Any diet restrictions: _____

Is child under psychiatric care? _____ If yes, please obtain doctor's signed permission to be a part of this program.

Your health ins. Co. & policy no. (*if you have insurance*) _____

Emergency Release Statement: In case of emergency I understand that every effort will be made to contact me. However, if I cannot be reached I hereby give permission to the physician selected by Canyonview Camp to hospitalize, secure proper treatment for, and to order injection, anesthesia, or surgery for my child named above.

Liability statement: Oregon recently passed the Inherent Risk Bill (HB 2650) which pertains to equine activities. The law now states that those who choose to participate in equine activities assume an inherent risk. Horse's just because of their size and temperament, can cause injury without incurring a liability for the owner. That is, a horse may step of someone's foot or buck when stung by a bee. The primary responsibility of the owner is to provide a horse with matches the rider's ability, provide good tack, and remove any hidden or dangerous obstacles from riding areas.

Transportation Release: As a parent, I give my permission to allow my child named above to ride in a vehicle for fieldtrips and outings with the Ranch Hand Leader or any of the full-time Equestrian Center Staff.

Understanding these statements we, therefore sign our signatures:

Staff Applicant: _____ Date: _____

Applicant Parent: _____ Date: _____

Emergency Contact numbers:

Name _____ Phone _____

Relationship _____ Cell Phone _____

Name _____ Phone _____

Relationship _____ Cell Phone _____

Name _____ Phone _____

Relationship _____ Cell Phone _____

Name _____ Phone _____

Relationship _____ Cell Phone _____

Canyonview Camp

RECOMMENDATIONS FOR Ranch Hand Program

To be completed by a Teacher or Employer

(Non-family members. Use peers only if they are former Canyonview staff.)

APPLICANT'S NAME: _____

RETURN TO:
Ranch Hand Program
CANYONVIEW CAMP
Post Office Box 128
Silverton, Oregon 97381

ADDRESS: _____ CITY: _____ STATE: ____ ZIP: _____

APPLYING FOR THE POSITION OF A **RANCH HAND**.

The above named person is applying for staff at Canyonview Camp. The personal information requested below will supplement that provided by personal interview. It is of great importance to us to obtain objective and valid statements from persons who have some personal knowledge of the applicant's ability and characteristics.

The early return of this form will be appreciated as it will expedite the processing of this candidate's application. Any information, which you give us, will be regarded as *strictly confidential*. Please send this form directly to **Canyonview Camp**.

1. How long have you known the applicant? _____ In what capacity? _____
2. Is the applicant a Christian? _____ Has the applicant ever shared his/her personal commitment with you? _____
3. If the applicant were to be hired at Canyonview, what do you think the attitudes, feelings, or comments from their parents or other relatives might be? _____

4. Please list one positive and one negative characteristic of the applicant.
Positive _____ Negative _____
5. Are you recommending the applicant because of what they can contribute to our camping program? Or because of what we can do for him/her? Or both?

6. Please check **one** of the following blanks that best describes the applicant. *Your comments are very valuable to us.* The applicant is:

	<u>Generally</u>	<u>Sometimes</u>	<u>Not Often</u>	<u>Comments</u>
Able to follow instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Loyal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Outgoing and friendly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
An able leader of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Consistent in Christian testimony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Disciplined in personal habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Enthusiastic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to adjust to different situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to cope with other's problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Easily offended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Inclination to criticize others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	<u>Generally</u>	<u>Sometimes</u>	<u>Not Often</u>	<u>Comments</u>
Moody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Talkative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to work in a team situation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Additional Comments: _____

7. Please grade the applicant **1, 2, 3, or 4** on the following characteristics and traits: **1 Superior; 2 Above average; 3 Average; 4 Weak in that area.** Please evaluate the applicant in relationship to his/her own age group.

_____ Personal appearance	_____ Courtesy
_____ Tact	_____ Honesty and personal integrity
_____ Physical condition	_____ Willingness
_____ Dependability	_____ Punctuality
_____ Judgment	_____ Initial impression
_____ Ability to make friends	_____ Proper attitude toward opposite sex
_____ Sense of humor	_____ Proper attitude toward authority
_____ Initiative	_____ Attitude toward hard work

8. To your knowledge has this person ever been charged with or convicted of any criminal offense? _____ If yes, give the state or county where offense occurred (*if known*).

9. Please check your choice of recommendation:

I strongly recommend

I recommend with some reservation

I recommend

I do not recommend

Additional Comments: _____

SIGNATURE _____ NAME (*Print*) _____

ADDRESS _____ DATE _____

POSITION & ORGANIZATION _____ PHONE _____

Thank you for your assistance! ~ Personnel Office and the Canyonview Ranch Hand Program

Canyonview Camp

RECOMMENDATIONS FOR Ranch Hand Program

To be completed by a **Pastor or Youth Pastor**

(Non-family members. Use peers only if they are former Canyonview staff.)

Return TO;
Ranch Hand Program
CANYONVIEW CAMP
Post Office Box 128
Silverton, OR 97381

APPLICANT'S NAME: _____

ADDRESS: _____ CITY: _____ STATE: ____ ZIP: _____

The above named person is applying for staff at Canyonview Camp. The personal information requested below will supplement that provided by personal interview. It is of great importance to us to obtain objective and valid statements from persons who have some personal knowledge of the applicant's ability and characteristics.

The early return of this form will be appreciated as it will expedite the processing of this candidate's application. Any information, which you give us, will be regarded as *strictly confidential*. Please send this form directly to **Canyonview Camp**.

1. How long have you known the applicant? _____ In what capacity? _____
2. Is the applicant a Christian? _____ Has the applicant ever shared his/her personal commitment with you? _____
3. If the applicant were to be hired at Canyonview, what do you think the attitudes, feelings, or comments from their parents or other relatives might be? _____
4. Please list one positive and one negative characteristic of the applicant.
Positive _____ Negative _____
5. Are you recommending the applicant because of what they can contribute to our camping program? Or because of what we can do for him/her? Or both?

6. Please check **one** of the following blanks that best describes the applicant. *Your comments are very valuable to us.* The applicant is:

	<u>Generally</u>	<u>Sometimes</u>	<u>Not Often</u>	<u>Comments</u>
Able to follow instructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Loyal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Outgoing and friendly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
An able leader of others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Consistent in Christian testimony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Disciplined in personal habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Enthusiastic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to adjust to different situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to cope with other's problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Easily offended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Inclination to criticize others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

	<u>Generally</u>	<u>Sometimes</u>	<u>Not Often</u>	<u>Comments</u>
Moody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Talkative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Able to work in a team situation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

7. Please grade the applicant **1, 2, 3, or 4** on the following characteristics and traits: **1 Superior; 2 Above average; 3 Average; 4 Weak in that area.** Please evaluate the applicant in relationship to his/her own age group.

_____ Personal appearance	_____ Courtesy
_____ Tact	_____ Honesty and personal integrity
_____ Physical condition	_____ Willingness
_____ Dependability	_____ Punctuality
_____ Judgment	_____ Initial impression
_____ Ability to make friends	_____ Proper attitude toward opposite sex
_____ Sense of humor	_____ Proper attitude toward authority
_____ Initiative	_____ Attitude toward hard work

8. Please briefly answer the following questions:

A. How has the applicant been involved in your church?

B. Would you consider them spiritually equipped to assist in shepherding, leading and teaching children younger than them?

Explain.

C. Is their Christian testimony consistent? How or how not?

D. Does the applicant display the heart of a servant? How or how not?

E. How do they handle new or unpredictable situations?

F. What is the applicant's attitude towards authority?

8. To your knowledge has this person ever been charged with or convicted of any criminal offense? _____ If yes, give the state or county where offense occurred (*if known*).

9. Please check your choice of recommendation:

I strongly recommend

I recommend with some reservation

I recommend

I do not recommend

Additional Comments: _____

SIGNATURE _____ NAME (*Print*) _____

ADDRESS _____ DATE _____

POSITION & ORGANIZATION _____ PHONE _____

Thanks for your assistance! ~ Personnel Office and the Canyonview Ranch Hand Program