

Mission Springs

Our Purpose: To boldly present the Gospel of Jesus Christ to young people, families, and adults through innovative, relevant, and high-quality retreat and camping experiences and to challenge them to become Christians committed to knowing, living, and sharing a compelling faith.

Our Mission: To create a Christ-honoring place where people can feel the presence of our Lord and leave with a renewed spirit and transformed life through Jesus Christ.

Covenant Affirmations

The Evangelical Covenant Church has its roots in historical Christianity as it emerged in the Protestant Reformations, in the biblical instruction of the Lutheran Church of Sweden, and in the great spiritual awakenings of the nineteenth century.

We are an apostolic church. We confess Jesus Christ and the faith of the apostles as recorded in the Holy Scriptures. We believe the authority of the Bible is supreme in all matters of faith, doctrine, and conduct and it is to be trusted.

We are a catholic church. The word *catholic* literally means *universal*. This means we understand ourselves to be a part of the community of believers that began Jesus' first followers, is alive today, and will continue until Christ comes again.

We are a reformation church. We stand in the mainstream of a church renewal movement of the sixteenth century called the Protestant Reformation. Especially important is the belief that we are saved by God's grace alone, not by anything that we can do.

We are an evangelical church. Evangelicals historically have been characterized by a strong insistence on biblical authority, the absolute necessity of new birth, Christ's mandate to evangelize the world, the continuing need for education and formation in a Christian context, and a responsibility for benevolence and the advancement of social justice.

For Covenant people, our essential beliefs are summed up in what we call Covenant Affirmations.

We affirm the centrality of the word of God. We believe the Bible is the only perfect rule for faith, doctrine, and conduct. This reliance on the Bible leads us to affirm both men and women as ordained ministers and at every level of leadership. It is the reason we pursue ethnic diversity in our church and is the inspiration for every act of compassion, mercy, and justice.

We affirm the necessity of the new birth. New birth in Christ means committing ourselves to him and receiving forgiveness, acceptance, and eternal life. It means being alive in Christ, and this life has the qualities of love and righteousness, joy and peace. New birth is only the beginning. Growing to maturity in Christ is a lifelong process for both individuals and communities of believers.

We affirm a commitment to the whole mission of the Church. We follow Christ's two central calls. The Great Commission sends us out into all the world to make disciples. The Great Commandment calls us to love the Lord our God and our neighbors as ourselves.

We affirm the Church as a fellowship of believers. Membership in the Covenant Church is by confession of personal faith in Jesus and is open to all believers. We observe baptism and Holy Communion as sacrament commanded by Jesus. The church is not an institution, organizations, or building. It is a grace-filled fellowship of believers who participate in the life and mission of Jesus Christ. It is a family of equals; as the New Testament teaches that within Christian community there is to be neither Jew or Greek, slave nor free, male or female, but all are one in Jesus Christ (Galatians 3:28)

We affirm a conscious dependence on the Holy Spirit. The Covenant Church affirms the Trinitarian understanding of one God as Father, Son and Holy Spirit. We believe it is the Holy Spirit who instills in our hearts a desire to turn to Christ, and who assures that Christ dwells within us. It is the Holy Spirit who enables our obedience

to Christ and conforms us to his image, and it is the Spirit in us that enables us to continue Christ's mission in the world.

We affirm the reality of freedom in Christ. This freedom is a gift of God in Christ, and it manifests itself in a right relationship with God and others. It is not a private gift to be used selfishly, but it is given to serve the community and the world. United in Christ, we offer freedom to one another to differ on issues of belief or practice where the biblical and historical record seems to allow for a variety of interpretations of the will and purposes of God. We in the Covenant Church seek to focus on what unites us as followers of Christ, rather than on what divides us.

Standards of Conduct

Each employee has an obligation to observe and follow the policies of Mission Springs and maintain proper standards of conduct in compliance with our "Code of Conduct." If your behavior interferes with the orderly and efficient operation of a department, corrective disciplinary measures will be taken. Disciplinary action may include a: verbal warning, written warning, suspension without pay, or immediate discharge. The appropriate disciplinary action imposed will be determined by Mission Springs. Mission Springs does not guarantee that one form of action will necessarily precede another.

The following misconduct may result in discipline up to and including discharge:

Flagrant misconduct

Violation of Mission Springs' policies or safety rules

Insubordination

Poor attendance

Possession, use or sale of alcohol or uncontrolled substances at any time

Poor performance

Theft

Dishonesty

Immorality

Physical or sexual harassment or disrespect toward fellow employees, visitors, or other members of the public

These examples are not all inclusive. We emphasize that discharge decisions will be based on an assessment of all relevant factors.

Mission Springs Christian Camps and Conference Center does not allow any of its summer staff employees, either on or off the grounds, during work hours or off duty, to be involved with smoking, drinking alcoholic beverages, or using illegal drugs. Also, theft, immorality, damaging of property, physical injury to others, verbal or any other forms of abuse, deception, and other forms of biblically unacceptable behavior will be cause for immediate dismissal.

Harassment: Mission Springs strictly prohibits harassment of or by employees or supervisors on any basis, including, but not limited to, age, race, color, handicap, national origin, and/or gender. The purpose of this policy is not to regulate your personal morality; rather, it is to insure that harassment does not occur. While it is not easy to define harassment precisely, it can include slurs, epithets, threats, derogatory comments or visual depictions, unwelcome jokes or teasing, sexual advances, requests for sexual favors and other similar verbal or physical abuse.

If any employee feels that such harassment has occurred, immediately report it to the Executive Director, or any department head. We will investigate all such reports quickly and confidentially. Adverse action will not be taken against an employee who reports or participates in the investigation of a violation. Violations of this policy ARE NOT permitted and may result in disciplinary action, up to and including discharge.

Equal Employment Opportunity: Mission Springs is committed to the maximum utilization of all human resources and to a policy of equal employment opportunity. We will not discriminate against employees or applicants for employment on any legally recognized basis including, but not limited to, race, age, color, sex, marital status, national origin, handicap, disability, or veteran status.

EVERYTHING IS PERMISSIBLE...

Guidelines for Staff on Clothes, Jewelry, Hair, Music, etc.

Please understand the heart of this matter. We don't want to be a stumbling block in anyone's path, and allow our ministry to be discredited. Scripture is clear: "Everything is permissible for me...but not everything is beneficial." (1 Corinthians 6:12) As staff we symbolize the character of this ministry to outsiders. Some may not know how to interpret certain clothing, hair-styles, etc. Without belaboring the point, we want to add a few specifics: (Check out 2 Corinthians 6:3, 1 Corinthians 8:9-12 for more info.)

1. Ladies: *no bikinis or other revealing swim wear*, low necklines, tight clothing, short shorts or short skirts, halter tops, or midriff shirts. Guys: are to wear shirts while on the grounds, except at the pool and the beach. Guys and Gals: please keep your undergarments to yourself. Modesty is our goal and Jr. and Sr. High hormones don't need any more fuel than they are already getting.

2. Please remember your razor and comb this summer. A little facial hair is great, but let's avoid the, been-out-camping-for-two-weeks look ...and smell. We ask that radical hairstyles and colors not be worn at camp. We ask that however your hair and facial hair start the week that you end the week the same way.

3. Piercings/ Tattoos: We ask that just as with any other personal decision related to self-expression, piercings or body art would not be a distraction to the ultimate goal of presenting the gospel effectively to students each week. In light of this goal, nose and ear piercings are acceptable for both male and female staff. The director will employ discretion with respect to size, quantity, and appropriateness of piercings. Piercings in any other area (outside of nose and ear) are asked to be removed for the duration of the time the individual is working at Frontier Ranch. The director may have a private conversation/dialogue with a staff member if he/she feels as though any form of personal expression (tattoo, clothing, piercing, etc) is inappropriate for the specific context of Frontier Ranch or is becoming a distraction for other staff/students. It is also requested that no further tattoos or piercing be added during the duration of time the staff member is at camp.

4. Avoid clothing or anything with writing on it that may be misunderstood (A "Budweiser" or "Sexpistols" T-shirt would definitely fall into this category). Realizing that many standards are subjective, we ask that you are on the conservative side or ask the Camp Director if you are unsure.

5. All staff members are required to wear a clean, wrinkle-free staff shirt on check-in and pick-up days (Sat and Sun). Parents are looking for any clues that may tell them what you are about and what their child will learn from you. We want them to get a great first and last impression.

6. We want camp to be a place where kids don't have to worry about their looks so much. A half hour in front of the mirror every morning may not be the best use of your time, or the best example to your campers. As staff, we can set the example by not over-emphasizing outward appearance.

7. Music is an important part of camp. Our goal is to introduce campers to a broad variety of thought provoking yet God honoring music. Each summer the program staff will choose music for skits and events that has been approved by a director. Outside of the preapproved music we ask that only Christian music be played inside the cabin or where campers are present.

How to obtain a Food Handler Certificate

(Please do this prior to arrive at camp)

1. www.servsafe.com
2. Click on “Servsafe Food Handler” (middle of the page)
3. Click on “take online course”
4. Setup a user name and password
5. To launch your course, click on ‘purchase a course’
6. Click on “food handler” option
7. Click on California
8. Click on “California Food Handler Online Course” **cost is \$15**
9. Click on ‘go to check out’
10. Do the course
11. Print your certificate and **mail us a copy**
or scan and email to karen.routley@missionsprings.com

Live Scan information:

Do I need to get a Live Scan done?

YES, only if you will be 18 or older prior to starting your service at Mission Springs.

Should I get my Live Scan done before I come to camp?

If you are a California resident, you MUST have your Live Scan done before coming to camp.

What to Bring

Days are warm, sometimes VERY warm, nights are always cool and there is often morning fog. Junior Staff will live in tent-cabins. *It's always good to clearly ID your things.* It's advisable to leave really expensive items at home, unless you will need them in your work. Mission Springs will not be liable for personal items.

Recommended Stuff to Bring:

Warm Clothing:

Sweaters, jackets, sweatshirts

Normal Clothing:

T-shirts, shorts, pants, socks, sandals, close-toed shoes, good hiking shoes, underwear

Beach and pool stuff:

Modest swimsuit (*girls-one piece only at the Mission Springs pool*), towel, sun block, sunglasses

Toiletries:

Soap, shampoo, etc., bathrobe, slippers

Other Items:

1 or 2 dressier outfits for special occasions (church, staff banquet, etc.)

Sleeping bag, pillow, beach blanket, towel

Backpack/Daypack

Bible, writing material, good books, journal/diary

Alarm Clock (battery powered) and a Watch

Flashlight with Batteries

Water Bottle

The Randoms:

Camera, board games, recreational items

Junior Staff - Now What Checklist *You are not officially hired until your paperwork is uploaded to your Jr Staff registration !*

Fill out and **Upload ALL** of the following paperwork to us. **Be sure both yourself and parents sign as necessary!**

- Signed *Junior Staff Agreement & Parental Agreement*
- Signed *Personal Automobile Form* (must be returned even if you will not have a car) & *Parental Consent for Car & Travel*

If you have permission to have a car at Mission Springs, upload a copy of:

1. your driver's license,
2. current auto registration,
3. auto insurance.

- Obtain your "*Food Handler Certificate*" before you come to camp – see step by step procedure in packet
- *If you are 18* prior to your weeks of service *you must complete a Live Scan*. Return one copy of the completed form with your paperwork.
- *Important Information* – be sure to take your time to read this through.
- Complete the *Ministry Safe* certificate

Prayer for summer - how God can use you & work within you!

Let us know if you have any questions!