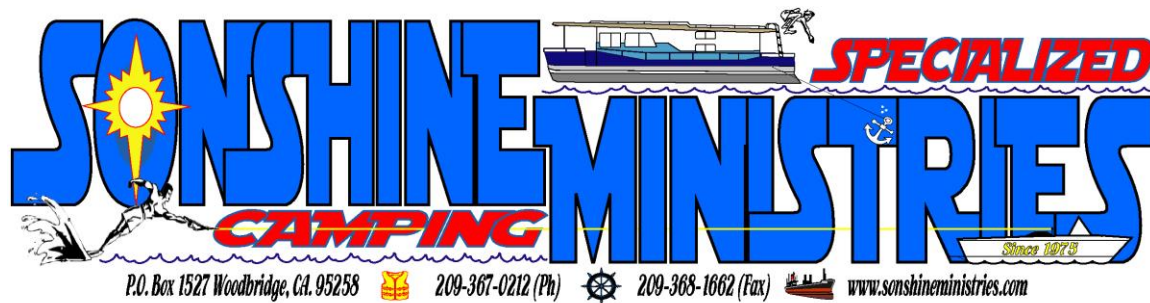




PRE-SEASON PACKET

Please read through this packet thoroughly. There are many time sensitive materials that need to be completed immediately!



Dear Summer Staff of 2018,

Congratulations!! Sonshine Specialized Camping Ministries is proud to have you as part of our 2018 season. We have been praying for months that God would bring our team together and that prayer has been answered. We believe that God has blessed this ministry over the years because of the quality of His heart in our staff. Houseboats and ski boats don't change lives, but people used by God's Holy Spirit can redeem all things and reveal His Kingdom. We are now praying that God will shape and mold your spirit so that you will be a picture of Christ as you pour your life into the 3,000+ campers that will be on the water this summer!

Our staff will consist of 2 Directors, 2 Barnabas Coordinators, 2 Operations Coordinators, 2 Assistant Directors, 20 Program Coordinators (drivers), 10+ trainees, and 40+ Barnabas'. We only have a few months before our first groups arrive in June. We have much to accomplish in the way of training. Here are some important dates you need to mark down and prepare for:

TRAINING DATES 2018:

Feb. 23-25,	Barnabas Retreat - At the Delta Location, Stockton, CA. (All Team Barnabas)
Mar. 2-4	Driver / Trainee Retreat - Delta (All Trainees & Drivers)
May 25-28	Memorial Day Retreat – Delta (ALL STAFF)

Delta Barney Summer

June 8- June 29, 2018	Service Session #1 (3 weeks)
July 6- August 3, 2018	Service Session #2 (4 Weeks)

Shasta Barney Summer

June 16- July 14, 2018	Service Session #1 (4 weeks)
July 14- August 11, 2018	Service Session #2 (4 Weeks)

Trainee Dates

June 4-9, 2018	CPC Week – Lake Shasta
June 10-29, 2018	Delta

Delta Driver Dates

June 3 - August 12

Shasta Driver Dates

June 3 - August 11

Attendance at these training weekends are required and if there is a problem with attending please contact us immediately. These events all take place on the houseboats at our Delta location. There is no expense to you other than your own transportation.

If you have any questions call: Reid Delgado @ (209) 663-0131 (cell)

Sonskine Specialized Camping Ministries – 2018

Follow the specific directions under the paperwork item!

PAPER WORK ITEMS

- **JOB DESCRIPTION / VOLUNTEER AGREEMENT -**
(Sign in place provided on the page and return)
- **REGISTRATION & MEDICAL CONSENT FORM -**
(Sign in both places provided on the page and return)
- **RELEASE & WAIVER OF LIABILITY AGREEMENT -**
(Sign in place provided on the page and return)
- **ACKNOWLEDGEMENT OF RISK FORM -**
(Sign in place provided on the page and return)
- **SEXUAL HARASSMENT FORM –**
(Sign in place provided on the page and return)
- **REQUEST FOR LIVE SCAN SERVICE INSTRUCTIONS –**
 - **CPR & FIRST AID CERTIFICATIONS -**
 - **BOAT-ED CALIFORNIA COURSE-**
 - **BARNABAS TRAINING WEEKEND -**
 - **DRIVER/TRAINEE TRAINING WEEKEND -**
- **MEMORIAL DAY RETREAT/TRAINING WEEKEND -**
(All Staff)
 - **RUN-JOG-WALK FUNDRAISER -**
(All Staff Mandatory)
 - **DRIVING MAP TO THE DELTA -**

Sonshine Specialized Camping Ministries – 2018

Paper Work Items: Timeline

The following timeline will help you complete the necessary paperwork for volunteering at Sonshine Specialized Camping Ministries this summer. **FYI: You need to be focused and disciplined to complete these items.**

Please mail all forms to this address: **P.O. Box 1527 Woodbridge, CA 95258**

<u>FORM</u>	<u>POSITION</u>	<u>RETURN/COMPLETED BEFORE</u>
Volunteer Agreement	ALL	February 23, 2018
Registration & Medical Consent	ALL	February 23, 2018
Release & Waiver of Liability Agreement	ALL	February 23, 2018
Acknowledgement of Risk	ALL	February 23, 2018
Sexual & Other Harassment Form	ALL	February 23, 2018
Request for Live Scan Service	ALL	April 15, 2018
CPR & First Aid Certifications	ALL	April 15, 2018
Boat-Ed California Course	Driver/Trainee	April 15, 2018

**You need to start completing these papers and courses ASAP.
Completing these items on time is necessary to participate as a volunteer.**

Sonshine Specialized Camping Ministries - 2018

Barnabas Volunteer Agreement

Our commitment to you as a member of SSCM staff is fourfold:

First, Our focus will be to push you closer to Christ. We want the rigorous service and effort that comes with working at Sonshine to emanate from a heart that is full of the life of Christ in you.

Second, in Meditations of the Cross, Bonhoeffer writes, “But those who lose their life in discipleship, in bearing the cross, will find it again in discipleship itself, in the community of the cross with Christ. The opposite of discipleship is to be ashamed of Christ, of the cross, and to take offense at the cross.” We expect you to embrace the cross of community as you work and lead in the context of a community. Working in community is God’s way of refining us. You should expect the rewarding, refining process of bearing a cross as you work with the leadership team.

Third, the Christian faith calls us to live in loving relationship with one another. As a volunteer you are a part of a “Team Ministry” in which learning to creatively balance the conflicting expectations and needs of all staff can be very exasperating, as well as deeply rewarding. We are committed to working together with you to resolve tensions constructively and to foster a positive community life.

Fourth, God has gifted each of us with gifts. We are committed to help you develop your gifts during your training and volunteer service.

Volunteer Job Description

1. Respect and abide by the decisions and policies established by the SSCM Board of Directors and implemented by the directors of the ministry. Help accomplish any tasks or errands deemed necessary by the Board of Directors and/or the directors of the ministry and/or their assistants.
2. Maintain a relationship of accountability to the ministry, administrative staff, and program coordinators.
3. Work to develop and maintain a “team ministry” relationship of support and accountability with other SSCM staff.
4. Develop an interest and involvement in the spiritual and emotional lives of the individuals at camp.
5. Respect the ministry and leadership of each boat by supporting and participating in their programs.
6. Encourage positive and constructive behaviors on the boat, which will ensure the safety and enjoyment of all those persons involved.
7. Support and participate in all scheduled staff meetings.
8. Maintain a consistent attitude of stewardship towards all gas, food, and equipment.
9. Be responsible for assisting in the cleaning of the SSCM ski boats and houseboats.

10. Support and participate in all preseason training meetings and fundraiser.

I _____ (Name) commit to raising a minimum of \$600.00 for the Run-Jog-Walk fundraiser. _____ (Please sign) (This is mandatory for all staff)

Sonskine Specialized Camping Ministries - 2018

Barnabas Volunteer Agreement/SSCM Statement

I will be volunteering my time and resources to SSCM. I understand that I will not be compensated by SSCM for my services and that I will not receive any workman's compensation.

I understand and agree to abide by the conditions of this agreement.

Signature_____

Date_____

Printed Name_____

Please note: In the event that SSCM is unable to obtain liability insurance for the running of the summer ministry, or our leasing agent withdraws needed equipment, this contract will be rendered null and void.

Please sign this page and return immediately. Thank you.

Sonshine Specialized Camping Ministries - 2018

DRIVER/TRAINEE **Volunteer Agreement**

Our commitment to you as a member of SSCM staff is fourfold:

First, Our focus will be to push you closer to Christ. We want the rigorous service and effort that comes with working at Sonshine to emanate from a heart that is full of the life of Christ in you.

Second, in Meditations of the Cross, Bonhoeffer writes, “But those who lose their life in discipleship, in bearing the cross, will find it again in discipleship itself, in the community of the cross with Christ. The opposite of discipleship is to be ashamed of Christ, of the cross, and to take offense at the cross.” We expect you to embrace the cross of community as you work and lead in the context of a community. Working in community is God’s way of refining us. You should expect the rewarding, refining process of bearing a cross as you work with the leadership team.

Third, the Christian faith calls us to live in loving relationship with one another. As a volunteer you are a part of a “Team Ministry” in which learning to creatively balance the conflicting expectations and needs of all staff can be very exasperating, as well as deeply rewarding. We are committed to working together with you to resolve tensions constructively and to foster a positive community life.

Fourth, God has gifted each of us with gifts. We are committed to help you develop your gifts during your training and volunteer service.

Volunteer Job Description

1. Respect and abide by the decisions and policies established by the SSCM Board of Directors and implemented by the Directors of the ministry. Help accomplish any tasks or errands deemed necessary by the Board of Directors and/or the Directors of the ministry and/or their assistants.
2. Maintain a relationship of accountability to the Administrative team and Ministry.
3. Work to develop and maintain a “team ministry” relationship of support and accountability with other SSCM staff.
4. Develop an interest and involvement in the spiritual and emotional lives of the individuals at camp.
5. Respect the ministry and leadership of each boat by supporting and participating in their programs.
6. Work to display an attitude of support and encouragement while teaching water skiing and wake boarding.
7. Be responsible for the safe and conscientious operation of the SSCM ski boats and houseboats.
8. Encourage positive and constructive behaviors on the boat which will ensure the safety and enjoyment of all those persons involved.
9. Support and participate in all scheduled staff meetings.
10. Maintain a consistent attitude of stewardship towards all gas, food, and equipment.
11. Be responsible for the cleaning of the SSCM ski boats and houseboats.
12. **Support and participate in all preseason training meetings and fundraisers.**

I _____ (Name) commit to raising \$ 600.00 for the Run-Jog-Walk fundraiser.
_____ (Please sign) (This is mandatory for all staff)

Sonskine Specialized Camping Ministries - 2018

DRIVER/TRAINEE Volunteer/SSCM Statement

I will be volunteering my time and resources to SSCM. I understand that I will not be compensated by SSCM for my services and that I will not receive any workman's compensation. I will make myself available to any church group that needs assistance with their houseboat and ski boat. I agree to function as a volunteer program coordinator or trainee.

I understand and agree to abide by the conditions of this agreement.

Signature_____

Date_____

Printed Name_____

Please note: In the event that SSCM is unable to obtain liability insurance for the running of the summer ministry, or our leasing agent withdraws needed equipment, this contract will be rendered null and void.

Please return this signed page immediately. Thank you.

SONSHINE SPECIALIZED CAMPING MINISTRIES INC. REGISTRATION & MEDICAL CONSENT FORM

Please complete the following questions on all campers. This form becomes part of SSCM's permanent file in compliance with California Law. Those 18 years and older may fill out and sign form. Those under 18 must have a parent or guardian sign this form.

FORM IS INCOMPLETE WITHOUT 2 SIGNATURES.

Name: _____ Age: _____ Gender: _____ Grade: _____ Phone Number: _____
 Address: _____ City: _____ State: _____ Zip: _____
Dates of Camp: _____ / _____ - _____, 2018 Church/Organization: _____

Emergency Information

Parents/Guardian: _____ Phone (Home) _____ (Cell) _____
 Medical Insurance company & policy #: _____ Email _____
 Alternate contact: _____ Phone(Home) _____ (Cell) _____

(Form is incomplete without signature)

Health History (check all that apply)

(Form is incomplete without signature)

Allergies: _____ Drug Allergies _____ Asthma _____ Hay Fever _____ Insect Stings _____ Other	Major Problems: _____ Diabetes _____ Cardiac _____ Chronic Asthma _____ Nervous Disorder _____ Epilepsy*(see below)	_____ Physical Disability _____ Emotional Disability _____ Mental Disability _____ Seizure Disorder _____ Other	If you have checked any of the conditions please give details: _____ Activity Restriction: _____ Date of last Tetanus Shot: _____
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IMPORTANT: Please notify SSCM and your Group if your child has been exposed to a communicable disease in the 3 weeks prior to camp. This health history is correct, so far as I know, and the person herein described has permission to engage in all camp activities except as noted below in the Activity Exclusion Section. **SSCM DOES NOT CARRY ANY MEDICAL OR HOSPITALIZATION INSURANCE.** It is the responsibility of the sponsoring church, group or individual's family to obtain health/medical insurance. Sickness is the responsibility of the parents involved. Parent, camper or group member acknowledges that they have their own medical insurance and releases Sonshine Specialized Camping Ministries from any and all liability for the expenses of any medical care rendered, or the actions or inactions of SSCM related to seeking, or failing to seek, medical care. The parent and camper acknowledge that the campers are under the sole custody and control of the Church Group, Youth Group or Individual signing the SSCM Program Service Contract, and who are acting as the campers' guardians during the camp. In the event that I cannot be reached in an emergency during the camp dates noted on this form, I hereby give my permission to the physician or dentist selected by my Group or SSCM to hospitalize, secure proper treatment, including injection, anesthesia or surgery for my child as deemed necessary by the physician. I authorize the supervising personnel to administer medical aid as required for illness or injury under a physician's order. The parties to this registration agreement agree that any and all disputes will be litigated only in San Joaquin County and that the prevailing party is entitled to recover reasonable attorney fees.

***Any camper with a history of seizures or epileptic history is required to wear a flotation device (ski vest or PFD) when in the water at all times. Noncompliance with this policy will result in dismissal from the camp program.**

(Form is incomplete without signature)

SIGNATURE OF PARENT/GUARDIAN: _____ **DATE:** _____ / _____ / 2018

(Form is incomplete without signature)

Activity Exclusion Section

(Form is incomplete without signature)

Every child/participant is required to wear a flotation device (ski vest or PFD) when in a ski boat or participating in water skiing sports.

Parent requests child **NOT** participate in any of the following activities and acknowledges: (check those that apply and sign below)
 _____ Water Skiing Sports _____ Ski Boat Observer _____ Hiking _____ Swimming _____ Rock Jumping

Child will be in an open water swimming environment in a river or lake (not a pool). ☐ By checking this box I am requesting that my child wear a personal flotation device at all times (e.g. swimming) when in the water. I have communicated this to my child and to the Group taking my child to camp which is acting as my child's guardian during this trip.

Parent acknowledges by signing below and not checking activities above child has permission to participate in all activities.

(Form is incomplete without signature)

SIGNATURE OF PARENT/GUARDIAN: _____ **DATE:** _____ / _____ / 2018

Special Note - - Important! Out of concern for the safety of children with special needs, (physical, mental or emotional), we require that you please take the following steps to cover such situations: 1. Call or write SSCM's registrar for a special permission form at least three weeks prior to camp. 2. Complete and return the special form as soon as possible to enable a decision to be made on the advisability of the child's attendance. If a special needs child appears on SSCM boats without written authorization, the group or party bringing the child will be asked to return this child to his/her home. Please follow this procedure to save embarrassment and pain for the child, SSCM, and yourself.

**SONSHINE SPECIALIZED CAMPING MINISTRIES, INC.
RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT**

FOR AND IN CONSIDERATION of being permitted to utilize the facilities, equipment, services and programs of Sonshine Specialized Camping Ministries, Inc. (or for such children identified below to so participate) for any purpose, including, but not limited to observation, use of the facilities or equipment, or receiving instruction, training, or supervision, participation in any program with, on behalf of, or affiliated with Sonshine Specialized Camping Ministries, Inc. (hereafter SSCM), THE UNDERSIGNED, for himself or herself and as parent or guardian of **any such children** and any personal representatives, heirs, and next of kin, hereby acknowledges, agrees and represents that he or she has either personally inspected and considered, or relied upon the affiliated Group's inspection and careful consideration of, such premises, facilities, equipment and programs. It is further warranted that such occupation and/or use of SSCM premises, facilities and equipment or participation in any program constitutes an acknowledgment that such premises, facilities, equipment, and programs, have been inspected and/or carefully considered and that the undersigned finds and accepts same as being safe and reasonably suited for the purpose of such use or participation by the undersigned and such children and assumes the risks arising from the conditions of the premises, facilities, equipment and programs.

IN FURTHER CONSIDERATION OF BEING PERMITTED TO ENTER ONTO ANY PREMISES OR FACILITIES, USE EQUIPMENT, OR PARTICIPATE IN SSCM CAMPING ACTIVITIES FOR ANY PURPOSE, INCLUDING, BUT NOT LIMITED TO, OBSERVATION, USE OF FACILITIES OR EQUIPMENT, RECEIVING INSTRUCTION OR TRAINING, OR PARTICIPATING IN ANY PROGRAM AFFILIATED WITH SSCM, THE UNDERSIGNED HEREBY AGREES TO THE FOLLOWING:

1. THE UNDERSIGNED, ON HIS OR HER BEHALF AND ON BEHALF OF SUCH CHILDREN, HEREBY RELEASES, WAIVES, DISCHARGES, AND COVENANTS NOT TO SUE SSCM, its directors, officers, employees, volunteers and agents (hereinafter referred to as "releasees") from all liability to the undersigned and participating children and all their personal representatives, assigns, heirs, and next of kin for any loss or damage, and any claim or demands therefor on account of injury to the person or property, or resulting in death of the undersigned or such children, **whether caused by the negligence of the releasees or otherwise** while the undersigned, **or participating children** are in, upon, or about any SSCM-related premises or facilities, or using any SSCM-related equipment or participating in any program affiliated with SSCM, including, but not limited to boating and all related activities including, but not limited to water skiing, wake boarding and any other towing activities such as banana boating or inner tubing; swimming; wading; kayaking, hiking, diving, games, and skits. In consideration of accepting the registration and permitting the voluntary participation of the undersigned or such children in SSCM programs, **for myself and on behalf of the participant, I hereby release, discharge and agree to hold harmless SSCM, its employees, volunteers, officials, sponsors, and the agents, employees, officers, and directors of said persons or entities from any and all claims, demands, costs, expenses, and compensation arising out of or in any way related to any injury or damage that may result to said participant, including any physical or other injury or death caused by the negligence of any person or entity described above.**

2. THE UNDERSIGNED HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS the releasees and each of them, from any loss, liability, damage, or cost releasees may incur, including reasonable attorney fees and costs, due to the presence of the undersigned or such children in, about, or upon the premises of SSCM or in any way observing, or using the facilities, or equipment, or participating in any program affiliated with SSCM **whether caused by the negligence of releasees or otherwise.**

3. THE UNDERSIGNED HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE to the undersigned and such children due to the negligence of releasees or otherwise while in, about, or on any premises associated with SSCM and/or while using any premises, facilities or equipment or participating in any program affiliated with SSCM. The UNDERSIGNED, for myself and on behalf of such children, our heirs, assigns and next of kin, acknowledge that participation in such outdoor activities as boating, water skiing, wake boarding, other towing activities such as banana boating or inner tubing; swimming; wading; kayaking, hiking, diving, rock jumping necessarily involves physical risks including risk of severe, permanent physical injury including bruises, scrapes, strained, sprained or torn muscles, tendons or ligaments, broken bones, dislocation of joints, concussion, brain damage, nerve and spinal cord injury, paralysis and death. For myself, and on behalf of such children, our heirs, assigns and next of kin, we willingly and voluntarily accept and assume all such risk.

THE UNDERSIGNED further expressly agrees that the foregoing RELEASE, WAIVER, AND INDEMNITY AGREEMENT is intended to be as broad and inclusive as is permitted by the law of the State of California and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. Any disputes will be litigated in the County of San Joaquin and the prevailing party is entitled to reasonable attorney fees and costs.

THE UNDERSIGNED IS OF LEGAL AGE, HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, AND FURTHER AGREES THAT NO ORAL MODIFICATIONS, REPRESENTATIONS, STATEMENTS OR INDUCEMENT APART FROM THE FOREGOING WRITTEN AGREEMENT HAVE BEEN MADE.

I HAVE READ THIS RELEASE.

Signature of Adult Participant or Parent

Name of Child in Program or Adult Participant

Date: ____ / ____ / 2018

Acknowledgement of Risk Form

A certain amount of risk is involved for individuals engaging in most activities on National Forests. Forest visitors engaging in these activities are expected to assume these unusual risks.

I (we) recognize the element of risk in any adventure, sport or activity associated with the outdoors. I (we) am (are) fully aware of the risks and dangers inherent in our scheduled activity such as, but not inclusive, of: boating, swimming, water skiing, wake boarding, wading, hiking, diving.

Knowing the risks and danger, I (we) understand the possible consequences of participating in such activity are as follows: severe injury or death.

I (we) certify that I (we) have the necessary skills and ability to participate in the said activity and assume full responsibility for myself (ourselves) for bodily injury, death and loss of personal property and expenses.

I (we) also agree to abide by the rules or instructions given to (us) either verbally or in writing by Sonshine Specialized Camping Ministries, Inc. I (we) further understand that Sonshine Specialized Camping Ministries, Inc. reserves the right to refuse to allow any person to participate who is judged to be incapable of meeting the rigors and requirements of participating in the said activity.

I (we) have read, understood, and accepted the terms and conditions stated herein and acknowledge that this agreement shall be effective and binding upon me (us) during the entire period of participation in the said activity.

Participants Name

Signature of Parent/Guardian

____/____/2018
Date

Sonshine Specialized Camping Ministries – 2018

SEXUAL AND OTHER HARASSMENT

Sonshine Specialized Camping Ministries, Inc. is committed to providing a work environment that is free of discrimination and harassment. This policy applies to employees, clients, vendors and visitors. Such behavior is illegal as well as inappropriate. Actions, words, jokes, or comments based on an individual's sex, race, ethnicity, age, religion, or any other legally protected characteristic will not be tolerated. Sexual harassment (both overt and subtle) is a form of employee misconduct that is demeaning to another person, undermines the integrity of the employment relationship, and is strictly prohibited.

Sexual harassment may involve a variety of unwanted, unwelcome and repeated behaviors such as:

- Sexually suggestive statements or questions;
- Offensive jokes;
- Sexual innuendoes;
- Offensive touching or patting; and/or
- Sexual bribery.

They are considered sexual harassment when:

- Submitting to advances is a term or condition of employment;
- Submitting to or rejecting advances affects employment decisions; and/or
- Such conduct creates an intimidating, hostile or offensive working environment that interferes with job performance.

Any incident of sexual or other harassment should promptly be reported to your supervisor. You can raise concerns and make reports without fear of reprisal.

Any supervisor or manager who becomes aware of possible sexual or other harassment should promptly advise the Agency Principal, who will conduct an investigation and handle the matter in a timely and confidential manner. Upon completion of the investigation, the complaining employee will be privately advised of management's findings and the manner in which we intend to resolve the problem. The complaining employee's input regarding remedial action will be given due consideration.

Sonshine Specialized Camping Ministries, Inc. recognizes that the question of whether a particular action or incident is a purely personal, social matter without a discriminatory employment effect requires a factual determination based on all of the circumstances. We also recognize that false accusations of sexual harassment can have serious effects on innocent women and men. Intentionally false allegations may, therefore, result in disciplinary action, up to and including termination.

Anyone engaging in sexual or other harassment will be subject to disciplinary action, up to and including termination of employment.

Employees who feel they have been discriminated against or harassed on the basis of a legally protected classification may, within one year of the harassment, file a complaint with the California Department of Fair Employment and Housing (DFEH). The DFEH will investigate the complaint and attempt to help the parties voluntarily resolve the dispute. The DFEH can be contacted at any of their many offices throughout the State. Check the State Government listings in the telephone book for the nearest DFEH office.

RESOLVING PROBLEMS

Sonshine Specialized Camping Ministries, Inc. is committed to providing an open and frank atmosphere in which any problem, complaint, suggestion, or question receives a timely response from supervisors and management.

Our goal is to ensure fair and honest treatment of all employees. Supervisors, managers, and employees are expected to treat each other with mutual respect. Employees are encouraged to offer positive and constructive criticism without fear that it will affect their job status or their relationship with management.

If you disagree with established rules of conduct, policies, or practices, you can express your concern in writing to your Director.

If a situation occurs when you believe that a condition of employment or a decision affecting you is unjust or inequitable, you are encouraged to bring the matter to a director for resolution.

Not every problem can be resolved to everyone's total satisfaction, but only through understanding and discussion of mutual problems can employees and management develop confidence in each other. This confidence is important to the operation of an efficient and harmonious work environment, and helps to ensure everyone's job security.

I have read this clause.

Signature

Date

Sonskine Specialized Camping Ministries – 2018

Live Scan Instructions

“Request for Live Scan Service” Form Instructions:

***Please fill out **ONLY** the 3rd section asking for your name and personal info.

- Name of Applicant:
- Alias:
- Date of Birth:
- Sex:
- Height
- Weight
- Eye Color
- Hair Color
- Home Address
- Place of Birth
- Soc: (Social Security Number)

Leave the space marked “Misc. No:” **BLANK**. Leave the last 3 sections blank.

Call your local Police station and ask if and when they do **Live Scan** Fingerprinting. Most departments have limited hours – possibly once a week for a couple hours so call ahead. Remember this must be done before **April 15, 2018**. They will probably ask you why, if so, for a volunteer position. The police department will probably also charge you a “rolling fee” which you will have to pay, but everything else will be covered by our billing number. Don’t forget to take your REQUEST FOR LIVE SCAN SERVICE form with you. If you have already been fingerprinted, I’m sorry but you must do it again. Please mail the second copy to us after you get your prints done. The third copy is yours.

*****The "Live Scan Form" cannot be fully viewed from a mobile device, it will appear to be missing information. Please be sure to view/print the next page from a desktop computer or laptop.**

REQUEST FOR LIVE SCAN SERVICE

BCII 8016 (3/07)

Applicant Submission

ORI: _____ Type of Application: _____
Code assigned by DOJ
Job Title or Type of License, Certification or Permit: _____

Agency Address Set Contributing Agency:

Agency authorized to receive criminal history information

Mail Code (five-digit code assigned by DOJ)

Street No. Street or PO Box

Contact Name (Mandatory for all school submissions)

City State Zip Code

()
Contact Telephone No.

Name of Applicant: _____
(Please print) Last First MI

Alias: _____ Driver's License No: _____
Last First

Date of Birth: _____ Sex: ☐ Male ☐ Female Misc. No. BIL - _____
Agency Billing Number

Height: _____ Weight: _____ Misc. Number: _____

Home Address:

Eye Color: _____ Hair Color: _____
Street No. Street or PO Box

Place of Birth: _____
City, State and Zip Code

Social Security Number: _____

Your Number: _____
OCA No. (Agency Identifying No.)

Level of Service: ☐ DOJ ☐ FBI

If resubmission, list Original ATI
Number: _____

Employer: (Additional response for agencies specified by statute)

Employer Name

Street No. Street or PO Box

Mail Code (five digit code assigned by DOJ)

City State Zip Code

()
Agency Telephone No. (optional)

Live Scan Transaction Completed By: _____
Name of Operator Date

Transmitting Agency ATI No. Amount Collected/Billed

Sonskine Specialized Camping Ministries – 2018

Boat-Ed California Course **(Drivers & Trainees only)**

All new Drivers and new Trainees must complete the Boat-Ed California Course before **April 15, 2018**. The test is available at:

<http://www.boat-ed.com/california/>

This accreditation will be a cost to you! Please do not wait to do this test it will take you a while!!!! If you have already received your license, please send in a copy of it.

Sonskine Specialized Camping Ministries – 2018

CPR – First Aid Certification Instructions

All volunteer staff must be CPR and Basic First Aid certified by **April 15, 2018**. You will want to find a place in your area to take these classes and schedule this now. This will be a cost that you will have to pay. As soon as you receive your cards please make a 1 page copy of both cards showing front and back. Mail the copy of your cards to P.O. 1527 Woodbridge, CA 95258. We will need **a copy** of both of your certification cards to be kept on file.

Sonshine Specialized Camping Ministries – 2018

Barnabas Training Weekend

The Barnabas Program is a priority for us at Sonshine and we want you to feel thoroughly prepared for the phenomenal experience you will have serving this summer.

Our Barnabas Coordinators – Lauren Maes & Nick Stemper- are fired up and ready to bring the teams together. We are working hard to put together a ministry training experience that we trust will be life changing. We are all praying for you and I ask that you pray for us as we make final plans for the summer of 2018.

THE DETAILS

PURPOSE:

- To worship God and celebrate His Gospel
- To catch a vision for ministry from the Lord
- Get to know each other and build unity
- Logistical orientation: menus, houseboats, duties and camp operation

WHEN:

February 23, 2018 (arrive between 7-10pm)
to February 25, 2018 (depart by 10am)

WHERE:

In Northern California at Paradise Point Marina- Dock #4
8095 Rio Blanco Rd. Stockton, Ca. This is where our Delta Camp is located.

COST: Just your own transportation. We will provide room and board. For staff from Southern California we will make available carpooling with other staff from your area.

WHAT TO BRING: Basic houseboat stuff. Sleeping bag, pillow, Bible, pen, paper.

This retreat is a must! Please call Reid Delgado at (209) 663-0131, if there is a problem or to arrange flight pick up (please call before you buy your ticket).

Pray Jesus will work powerfully in you and through you daily as you prepare for the summer.

Sonskine Specialized Camping Ministries – 2018

Program Coordinator (Driver) & Trainee Training Weekend

PURPOSE:

To worship God and celebrate His Gospel
Get to know each other and build unity
Catch the vision for ministry
Logistical orientation
(Menus & Meal preparations, houseboat operations, define duties & operation)

WHEN: March 2-4, 2018 Arrive between 7-10:00pm Friday night, March 2.
Will depart by 10:00am on Sunday, March 4.

WHO: All returning & new program coordinators (Drivers) Shasta/Delta.
All trainees.

WHERE: Paradise Point Marina on the Delta (map enclosed).
If you get lost or are running late contact Reid Delgado (209) 663-0131.

COST: Just your own transportation. We will provide room and board.

WHAT

TO BRING: Basic houseboat stuff. Sleeping bag, pillow, Bible, pen, paper.

This retreat is a must. Please call Reid Delgado at (209) 663-0131, if there is a problem or to arrange flight pick up (please call before you buy your ticket).

Pray Jesus will work powerfully in you and through you daily as you prepare for the summer.

Sonskine Specialized Camping Ministries – 2018

ALL STAFF MEMORIAL DAY RETREAT

PURPOSE: The purpose of the all staff retreat is threefold:

First, we will be discussing the philosophy behind our summer program. We hope that together we will catch anew the vision of what it means to serve the Lord Jesus Christ as we grow deeper in our knowledge and love for God.

Second, we consider the community and spiritual life of our staff members as being a vital part of our summer program. We consider this retreat to be a great opportunity to begin building relationships with one another. It is the only time all 100+ staff will be together.

Third, we will conduct our annual Run-Jog-Walk-A-Thon. More information on that is enclosed.

WHEN: Friday, May 25 through Monday, May 28. We ask that you arrive at Paradise Point between 7:00pm and 10:00pm on Friday the 25th. The retreat will end Monday morning by 10:00am.

WHERE: Paradise Point Marina dock # 4 (the Sacramento River Delta).

COST: There is no expense to you other than your own transportation. We ask that all staff be responsible for their own transportation to and from the Delta. Because of the large number of staff in the Southern California area, we encourage you to contact other staff to arrange carpools for those that need it. If you are flying in please make these arrangements weeks in advance and coordinate with someone to drop off and pick you.

WHAT TO BRING: Sleeping bag, sunscreen, toiletries, camera, flashlight, Bible, notebook, Super-Ultra Packet, pen/pencil, casual church clothes, running shoes, shorts, swimsuit and a big smile. Don't forget to bring your costume for the Run-Jog-Walk themed event. The theme this year will be announced at the training weekends. The best costume(s) will be awarded!

If you have any questions, please contact Reid Delgado at 209-663-0131 immediately.

Sonshine Specialized Camping Ministries – 2018

Run-Jog-Walk-A-Thon

We as a ministry do not involve ourselves in many fundraisers, but our Run-Jog-Walk-A-Thon has been around for the past thirty seven years and has paid for hundreds of campers to attend camp. **This year each staff member will raise a minimum of \$600.00.** This is a mandatory participation event. The purpose of this event is four fold. First, it provides an opportunity for campers who cannot afford camp to hear the gospel of Jesus Christ. Second, it shows us that you as a staff are not ashamed of the gospel of Jesus Christ and are willing to tell people about your relationship with Jesus. Third, it exercises your faith in Jesus Christ to provide funds for your cause of serving at Sonshine this summer. Finally, one vital staff quality is possessing a sincere love for kids. One tangible way we express that is through raising funds to help pay for kids to go to camp. **Please realize that it is mandatory that all staff participate.**

The money goes to the Marnie Provance Memorial Scholarship Fund. Marnie died in a drowning accident decades ago while attending our camp. We put the Run-Jog-Walk-A-Thon money in this memorial scholarship and give it directly to churches that have students that cannot afford to come to camp. This is an amazing way to serve campers without ever meeting them.

HOW IT WORKS

You as staff will run-jog-walk around a 1/4-mile track for one hour on the Sunday of the Memorial Day Retreat. To raise support, you will secure pledges from friends and relatives on a per lap basis or through a flat donation.

GETTING PLEDGES/DONATIONS

Each of us have a circle of friends and relatives that care about us and the things we are involved in. When they hear about your part in our camp, they will want to help. There are two ways your friends and relatives can support you:

1) The first way is through on-paper pledges. These pledges can be per-lap or flat rate. We have a local pledges form for people that you see often each day or week. We also have distant pledge forms for grandparents, other relatives, and friends that live outside the area.

2) If the internet is more your thing, you can also direct potential supporters to the Run-Jog-Walk page on the Sonshine website, where they can give directly online. There is a dropdown menu on that page where your sponsors can select your name to donate towards. **We highly encourage online giving. It is easy and quick.** Please send supporters to this link:

<http://www.sonshineminstries.com/rjw.html>

Share this link with your Facebook friends, on your blog, Twitter, Instagram, Tumblr, via email... really anywhere on the world wide web!

YOUR GOAL

We ask that you use both pledges and online donations to secure at least a total of \$600.00. We have had individuals raise as much as \$2,500.00 for their run, so there is no limit! An excellent runner should be able to run 20 laps in one hour. An average runner should be able to run 15 laps and a poor runner should complete at least 10 laps. Anyone can raise \$600.00 by securing only 10 pledges/donations of \$60.00 each. Remember that you can run, jog, or walk the entire hour. The more laps, the fewer per-lap pledges you will need. We truly ask that you help us in making this a success.

COLLECTING THE MONEY:

Sonshine will send notices to all those on your pledge sheets that you have not collected money from personally. Many people don't mind asking for the pledges but some don't like asking for the money, so we'll do it for you. The notices will be well written and indicate how you did in the run-jog-walk. Alternatively, if you don't want to deal with pledges and collecting money just direct them to give online at:

<http://www.sonshineministries.com/rjw.html>

THE FORMS:

We have included two forms to help you get started (make copies of these forms as needed before signing up your sponsors):

- 1) The first form is for those local sponsors. Print a copy of this form and have all of the sponsors you meet in person fill out their information and pledge amount.
- 2) The second form is a letter that you will sign and send to your distant sponsors. Those sponsors can then fill out the lower portion of the form and send it back directly to Sonshine (the address is printed at the bottom of the form).

We keep track of everything for you. If you have any questions, call Reid at (209) 663-0131.

TO SPICE THINGS UP A BIT...

The run-jog-walk is a themed event! This year the theme will be announced at the training weekends. More explanation of this event will come at the training weekend. We will have a contest for prizes to find the participants who best display the theme through their outfit and attitude. We will also give out prizes to the participant who runs the most laps and the participant that raises the most pledges by May 25, 2018.



RUN-JOG-WALK-A-THON SPONSOR SHEET

Dear Friend,

You can help me in a very worthwhile cause. This summer, I will be working at a very unique camp run completely on the water in Northern California. It is a Christian camp called Sonshine Specialized Camping Ministries. It is operated on houseboats on the Sacramento River Delta and Lake Shasta. We will have an opportunity to share Jesus Christ with about three thousand youth group students from all over the Western United States. I am excited to be a part of this adventure in ministry. I would like to help the camp raise money for their student scholarship fund.

Will you help? On May 27th I will join about 100 other staff in a RUN-JOG-WALK-A-THON. For one hour, I will try and complete as many laps as possible around a quarter mile track. My goal is ____ laps. I would appreciate a pledge of any amount per lap. You will only be held responsible for the goal that I indicated. I will report back personally or the camp will send you a report on how I did. Sonshine Specialized Camping Ministries is a non-profit organization, so your gift is tax deductible.

You can also donate online at: www.sonshineministries.com/rjw.html

Thanks so much for your support!

_____ (Participant)

Name	Address	City	State	Zip	Pledge/lap

Return to: Sonshine Ministries P.O. Box. 1527 Woodbridge, Ca 95258-1527

Scan this on your mobile device to donate now:





RUN-JOG-WALK-A-THON SPONSOR SHEET

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You can also donate online at: www.sonshineministries.com/rjw.html

Sonshine Specialized Camping Ministries is a non-profit organization, so your gift is tax deductible.

Thanks so much for your support!

_____ (Participant)

Sponsor Info:

Name _____

Address _____

City _____ State _____ Zip _____

Donation Info:

_____ I would like to pledge \$ _____/Lap

_____ I would like to give a flat donation of \$ _____ to the scholarship fund.

_____ I would like information about becoming a monthly donor to support Sonshine Specialized Camping Ministries.

YOUR GIFTS ARE TAX DEDUCTIBLE

Please return to: Sonshine Ministries P.O. Box 1527 Woodbridge Ca, 95258-1527
Make checks payable to: Sonshine Ministries



Scan this on your mobile device to donate now:

Directions to Sonshine on the Delta

Exit Eight Mile Rd. from I-5

Go West on Eight Mile Road (left if you were Northbound, right if you were Southbound)

Turn Left on Rio Blanco Rd. (immediately before first bridge)

Follow Levee road up river until you reach Dock #4 (4th dock on the right)

Drive down to the gravel parking lot on your left. Our staff will come to you and direct you to the unloading zone.

• PLEASE DO NOT UNLOAD UNTIL YOU ARE PARKED IN GRAVEL LOT BELOW THE LEVEE.

For groups using a bus company please use the following address:

**Paradise Point Marina
8095 Rio Blanco Rd
Stockton, CA 95219**

