

ESA Country Ministries

Camp LEADER'S AGREEMENT

Instructions

Please send Leaders Agreements to

ESA Country Ministries
Leaders Agreement
PO Box 34
Marysville Vic 3779

Phone: (03) 5963 3303
Email: esa@virtual.net.au
Website: www.esa.org.au

LEADER'S INSTRUCTIONS

Dear Leader,

- 1) Please provide ESA with a copy of your **Working with Children Check** card or **application receipt**.
Note: All ESA leaders now require a Working With Children Check for ESA camps. (instructions in the Leaders Agreement Section 6 or at <http://www.esa.org.au/wwcc.pdf>).
- 2) Please read the **ESA Leader's Manual** (*Referred to in the Statutory declaration*).
- 3) **ESA Leader's Agreement**
 - Please read the ESA Leaders Agreement (*Sections 1 to 5, provide information about ESA*).
 - Prayerfully **complete Sections 6 and 7** of the Leader's Agreement (*Personal details, background and Christian beliefs*).
 - **Complete and Sign Section 8** of the Leader's Agreement (*Statutory declaration*) in the presence of an authorised person and have them sign that they witnessed the declaration. (*A list of Authorised persons is provided on the side of the Statutory declaration*)
- 4) Please select a person to act as a referee on your behalf.
Your nominated Referee should preferably be a:
 - Local minister
 - Church elder
 - Church Senior leader
 - Church Youth leader

You cannot nominate a parent or relative.
- 5) Hand to your nominated Referee the following:
 - The properly completed **ESA Leader's Agreement** (6 pages)
 - **The Referee's Letter** (1 page) and the **Referee's Questionnaire** (3 pages)
 - A **stamped envelope** addressed to

ESA Country Ministries
Leaders Agreement
PO Box 34
Marysville Vic 3779

- 6) Ask the Referee to carefully read and carry out the instructions contained in the Referee's Letter. Also remind them that all the necessary documentation must be received by ESA directly from the Referee **at least two (2) weeks prior** to the commencement of the relevant camp.

ESA will keep your details on file and make them available to the directors of any ESA camps that you lead on in the future. On behalf of all the staff and volunteers of ESA Country Ministries, we wish to express our thanks and appreciation for your part in the work of ESA Country Ministries.



ESA Country Ministries

LEADER'S AGREEMENT

1. ESA's Vision Statement
2. ESA's Statement of Faith
3. Philosophy of ESA Camps
4. ESA's Expectations of Leaders
5. ESA's Denominational Policy
6. Working With Children Check
7. Personal Details
8. Personal Christian Background and Beliefs
9. Statutory Declaration



1. ESA's Vision Statement

In fulfilling its part in the Great Commission, ESA Country Ministries is committed to a unique work of evangelism and disciple making in country communities, so that people will come to Christ and grow to be effective in the life of the Church.

2. ESA's Statement of Faith

The work of ESA Country Ministries is based upon the following doctrinal facts:-

- 2.1 One God eternally existent in three persons - the Father, the Son and the Holy Spirit.
- 2.2 The divine status and perfect humanity of Jesus Christ and therefore:
 - His virgin birth;
 - His atoning death (enabling restoration of the relationship between people and God);
 - His bodily resurrection from the dead;
 - His ascension to heaven;
 - His work as Intercessor and Mediator between people and God;
 - His reign and personal return in power and glory as Judge of all the earth.
- 2.3 The universal sinfulness of human nature as a result of the Fall (bringing people under God's wrath and condemnation).
- 2.4 The redemption from the guilt and power of sin through the sacrificial death of Jesus Christ as our representative and substitute, and the justification of the sinner by grace through faith. (1 John 1:9)
- 2.5 The necessity of the work of the Holy Spirit in bringing a person to faith in Jesus Christ and setting them apart for service.
- 2.6 The unity in the Holy Spirit of all true believers in the Church, which is the body of Christ.
- 2.7 The divine inspiration of all Holy Scripture, being without error, and its trustworthiness, supreme authority and sufficiency in all matters of our physical and spiritual lives.

3. Philosophy of ESA Camps

ESA camps are organised and designed to:-

- 3.1 Teach the gospel and Lordship of Christ as the basis of faith and a way of life.
- 3.2 Provide an environment to develop and help meet the needs of the total person - spiritual, mental, social, emotional and physical.
- 3.3 Provide follow-up and discipleship opportunities for leaders and staff.
- 3.4 To enable people, especially those from country areas, to come together to enjoy Christian fellowship.
- 3.5 Provide a person to person and small group style of camping.



4. ESA's Expectation of Leaders

It is important that ESA leaders always endeavour to:-

- 4.1 Attend all pre-camp meetings.
- 4.2 Submit to the authority of ESA management and the camp director.
- 4.3 Be loyal to the team, supporting one another.
- 4.4 Serve others by seeking opportunities to meet their needs, and putting their interests before their own.
- 4.5 Be an example of Christ to others as a positive witness through their words and actions.
- 4.6 Remember the purpose of the camp - to bring people to Christ and equip them for ministry.

5. ESA's Denominational Policy

- 5.1 We involve a variety of people from different churches and denominational backgrounds, and therefore seek to avoid initiating or developing discussions on matters that may cause conflict (e.g. forms of worship, modes of baptism, church government, manner of healing, speaking in tongues, communion, etc). Sensitivity and discretion are needed in discussing these areas and leaders need to avoid actions, attitudes and/or statements that could be viewed as critical of a particular denomination.
- 5.2 This does not mean that a leader cannot express their own view if they are asked, so long as they clarify that it is their own personal view and that other views do exist.
- 5.3 While it is important that the team be diverse in skills, backgrounds and opinions, teamwork is vital. Such diversity should work to enhance the team, not disrupt it.

6. Working with Children Checks:

ESA no longer undertakes Police Checks on camp leaders as these are now replaced with the [Working With Children Check \(WWCC\)](#).

All leaders on ESA camps are required to have a WWCC. Application forms for the WWCC are available at most [Australia Post Offices \(ref Australia Post Website\)](#). WWCC cards are free for volunteers and will last for 5 years.

While holders of Victorian Institute of Teaching cards may be exempt from the need for a WWCC card, ESA asks ALL leaders to have a WWCC card. Under these circumstances teachers only need a volunteer WWCC which is free. This will also make it easier for other organisations and Churches with which you may undertake child-related work. This will also simplify the monitoring of the status of the checks before each camp (for this ESA requires your card number).

This new system replaces the need for you to get multiple police checks for different organisations. If you have any queries about this, or would like an application form posted to you, please phone ESA 5963 3303 or go to www.esa.org.au/wwcc.pdf



7. Personal Details:

Name:

Address:

Date of Birth: / / Email Address:

Telephone: (h) (w) (mob)

My Victorian Working With Children Check card number is:

The Church I attend is:

I would like to lead on

- Adventure camps
- Marysville Summer
- Marysville Winter
- Lake Tyers
- Gippsland
- Halls Gap
- Portland
- Schoolies
- Young Adult Summer
- Young Adult Winter
- Leadership Training
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-

I prefer to work with

- Juniors
- Teens
- Young Adult / Adult

Inform me of

- Leadership training events
- Training to be a Director

Leadership training I have done:

Camps I have lead on:

I have skills in these areas

- Nurse
- First Aid Level:
- Lifesaver Certificate
- Bronze Medallion
- Cooking
- Outdoor camp Cooking
- Adventure Activities
- Like
- Music
- Instrument:
- Study Leader (Small group)
- Study Leader (from the front)
- Camp Parents
- Camp Assistant-Director
- Camp Director
- Other.....
- Full Driver's Licence
- Probationary Driver's Licence
- Probation expires / /

Please note that the personal information about you gathered by ESA Country Ministries will be held and used strictly in accordance with the Privacy Act 1988. Our Privacy Policy may be viewed by visiting our web site at <http://www.esa.org.au/privacy.pdf> or by phoning the ESA office.

If this agreement is being completed for a particular camp, please insert name of the camp

----- **Camp**



8. Personal Christian Background and Beliefs

Using the spaces provided below, write your responses to the following questions:

1. What does it mean to be a Christian?

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.....
.....

2. Briefly describe your relationship with God and the effect it has on your life.

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3. Do you believe you could share the gospel with campers? Yes / No

Briefly outline the gospel message.

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4. What do you perceive as the gifts and abilities you have to offer this leadership team?

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5. I have asked two people to support me in prayer during camp. They are:

..... and

Please provide the name of an ESA Leader who knows you personally.

Name:

Telephone: Email Address:



9. Statutory Declaration

"I [full name]
of [address],
.....[occupation] do solemnly and sincerely declare that:

- I agree with ESA's Vision Statement and Statement of Faith, and I will act in accordance with ESA's Expectations of Leaders and Denominational Policy, in order to bring glory to God and accomplish the tasks that Jesus Christ has called me to do, while maintaining team unity.
- I understand that all campers (and their families) have the right to feel safe and be safe at all times during camp. To the best of my knowledge there is no reason for me not to be given the responsibility of caring for campers.
- I have not been convicted of any criminal offence or subject to any disciplinary action in relation to offences against children.
- I have provided ESA with evidence that I have received a Victorian Working With Children Check Card and have provided the card number to ESA OR have a receipt of my application for a Victorian Working With Children Check Card and have provided the card application receipt number to ESA.
- I give permission for ESA to add my personal details to their Leader's Database, as supplied by myself in Section 6 of this Agreement, and I understand that this information will be accessed by ESA administration staff and Camp Directors for the purpose of running ESA camps.
- I agree to ESA's request not to display photos related in any way to the camp on the Internet, and understand that the ESA website is to be the only site where such material is displayed.
- I agree to abide by ESA's Privacy Policy and to keep confidential names of campers, which are provided to me only for camp follow-up purposes.
- I understand that I am working as a leader in a voluntary capacity, and will not therefore make any claim for remuneration.
- I have read and understood all contents of the ESA Leader's Manual, including ESA's Policy Section.

I acknowledge that this declaration is true and correct and I make it in the belief that a person making a false declaration is liable to the penalties of perjury.

Declared at in the State of Victoria on/...../.....

..... [Signature of declarant]

before me [Signature of authorised witness]" *see list on side* →

.....
Name of authorised witness (Print)

.....
Occupation of authorised witness (Print)

.....
Address of authorised witness (Print)

Please refer to the Leader's Instructions, which provide you with more information to complete this section.

Authorized witness: A member of the police force;
 A principal in the teaching service;
 A minister of religion authorised to celebrate marriages;
 A pharmacist;
 A veterinary practitioner;
or see www.esa.org.au/statdec.pdf

Pass your Leaders Agreement onto your Referee who will post it to ESA with their Referee Questionnaire





REFEREE'S LETTER

Dear Referee,

Thank you for agreeing to act as a referee for this person. The information you supply will help us further understand the suitability of this leader with regards to their character and fitness to work with children, young people and families in the kind of Christian service in which ESA is involved.

Referees can sometimes be motivated by a desire to help an applicant, and may write a favourable report in the hope that the experience of camp leading may prove beneficial. We ask that your replies give absolute priority to the needs of the children and young people we serve (and to the interest of their families).

This reference will be treated confidentially.

A representative of ESA may choose to contact you as the referee for more details should they deem it necessary.

Referee's Instructions

- 1) Please check to make sure that the applicant has handed to you the following documents:
 - An ESA Leader's Agreement (fully and properly completed by the applicant) [6 pages]
 - This Referee's Letter [1 page]
 - A Referee's Questionnaire [3 pages]
 - A stamped envelope addressed to
ESA Country Ministries
Leaders Agreement
PO Box 34
Marysville Vic 3779
- 2) Carefully read all the documents, and check that they are in order.
- 3) Please complete the Referee's Questionnaire.
- 4) Please return the following to ESA Country Ministries in the stamped and addressed envelope provided to you by the applicant:
 - The ESA Leader's Agreement
 - The Referee's Questionnaire completed by you

On behalf of all the staff and volunteers at ESA Country Ministries, we wish to express our thanks and appreciation for your part in the work of ESA Country Ministries.



ESA Country Ministries

Please complete all questions. If the question is non-applicable, insert "N/A".

Referee's Questionnaire

Referee's Name:

Telephone: (H) (W) (Mob)

Email Address:

Position / Role (please circle):

Minister Elder Senior Leader Youth Leader ESA Camp Director **(Not a Parent or Relative).**

Other:

Name of the **applicant**:

1. How long have you known the applicant?

2. Please give a brief description of the applicant's personality:

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3. In your view, what are the applicant's:

Strengths:

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3.(cont) In your view, what are the applicant's:

Weaknesses:

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4. Can you give brief details of any Christian work/ministry that the applicant has been involved in, and your impressions of that work/ministry and the applicant's involvement?

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5. How do they respond to working:-

- Under leadership?

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- In a team?

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With members of the opposite sex?

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6. Any further comments:

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7. To the best of my knowledge there is no reason the applicant should be considered unsuitable to work with children and young people.

I believe the applicant to be of good Christian character, and their lifestyle is consistent with the Leaders' Agreement as signed above.

Referee's Signature:

Date:/...../.....

ESA will keep the applicants Leaders Agreement and Referee Questionnaire on file and make them available to the directors of any ESA camps that the applicant may lead on in the future. The Referee Questionnaire will not be made available to the applicant. On behalf of all the staff and volunteers of ESA Country Ministries, we wish to express our thanks and appreciation for your part in the work of ESA Country Ministries.

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