

**KIRKMONT  
CENTER, INC.**  
A Place for All People  
In All Seasons

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**Hospitality Department**

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Executive Director

**John Hickman**  
Science Education Director

**Kate Hopta**  
Church Camp & Retreat  
Director

**Willard Scheifele**  
Maintenance Coordinator

**Tenia Johnson**  
Hospitality Coordinator

**Deborah Harshbarger**  
Office Manager



A year-round retreat center,  
Kirkmont Center, Inc. is open  
to people of all faiths, church  
denominations, businesses,  
non-profit agencies and

Dear Friend,

Greetings from Kirkmont Center! Here's a summer staff application hot off the press! If you are a former staff member, we extend to you our personal thanks for your work in the past and the hope that it was a positive experience for you. If you are new to the Kirkmont family, we welcome you with open arms and hope you will consider applying to be part of our summer staff.

For those of you who haven't had the chance to meet me, my name is Kate Hopta and I am Kirkmont's Church Camp and Retreat Director. Camping has been an important part of much of my life and I have a long history with camp and conference centers in West Virginia, North Carolina, and Ohio's very own Kirkmont Center. I will be personally involved in summer staff training and supervision. Looking back on 2011 and reading the notes from the 2011 summer staff, I am confident that we can build on what we accomplished last summer and make 2012 even better.

A job description, staff application, and a reference form to be copied and distributed are enclosed. Applicants may be asked to meet with me for a face-to-face interview or to interview over the phone.

The basic, eight-week summer program will require all staff positions, but some staff could be needed for nine or ten weeks, also depending upon your availability.

This year's salary scale is:

1<sup>st</sup> year on staff - \$200 per week

2<sup>nd</sup> year - \$210

3<sup>rd</sup> year - \$220

4<sup>th</sup> or more - \$230

Life guards receive an additional \$20 per week. The positions of Summer Program Coordinator and Waterfront Director receive additional stipends

I hope to be able to extend contracts to the 2012 Kirkmont summer staff by March 15<sup>th</sup>. Please call me at Kirkmont (937.593.2141) or on my cell (502.550.1566) if you have any questions. In the meantime, have a great 2012 and may God bless you in your current endeavors.

Hope to see you at camp real soon!

Peace,

Kate Hopta  
Church Camp and Retreat Director

Encl: application, job description, schedule