



North Carolina Church of God of Prophecy
Summer Youth Camp
Policies, Procedures & Important
Information

Updated August 2013

NC Summer Camp Mission, Vision & Verse

Our Mission

Our mission is to present the Gospel of Jesus Christ, encourage all campers to experience a personal relationship with Him while providing an atmosphere for mental, physical, and spiritual growth.

Our Vision

Our vision is to see each camper become aware of the importance of surrendering to the Lordship of Jesus Christ by providing a setting for spiritual enrichment where a desire to be a faithful servant of Jesus is instilled in each camper, they become committed to God's Word as their standard of living, and they recognize their calling in Christ.

Camp Verse

*“And Jesus increased in wisdom and stature, and in favor with God and man”
– Luke 2:52*

The Spiritual and Moral Responsibility

The gospel of Mark records that when people brought little children to Jesus, He took them in his arms, put His hands on them and blessed them. As a Christian camping ministry, it is our desire to bring children to Jesus, too.

Within the camping ministry, we recognize that we are a reflection of God's love to those in our care and we take our responsibility to them seriously. In our ministry to children we must follow carefully what the scriptures teach:

“Avoid every kind of evil.” (I Thess. 5:22)

“But if anyone causes one of these little ones who believe in me to sin, it would be better for him to have a large millstone hung around his neck and to be drowned in the depths of the sea.” (Matt. 18:6)

These guidelines are therefore set forth to provide a safe and nurturing environment in which we can bring our children to the Savior. We seek to provide quality care and instruction in our ministry to the family. All of our guidelines are designed to protect and promote growth in God for each child and adult involved.

The camping ministry of the NC COGOP has a mandate to minister to children and young people. In that context, it stresses the sanctity of human life and importance and worth of each individual as a child of God.

Summer Youth Camp Policy & Regulations

1. NO camper or staff may leave campground without proper permission.
If anyone leaves the campground without proper permission or if one is sent home due to disciplinary action, said person(s) will automatically be suspended for a minimum of one year, in accordance with Camp Policies.
2. NO use of tobacco in any form (smoking, chewing, etc.) allowed on the campground. Drugs, alcohol, or profanity will NOT be tolerated.
(Any disciplinary action as a result of these violations will be left to the discretion of the director, even to the expulsion from camp. Camp Coordinators will be notified.)
3. Absolutely NO FIGHTING ALLOWED!
4. NO handguns, knives, or weapons are permitted by camper & staff on the campground.
5. NO electronic devices allowed (unless given permission by camp director).
6. NO sitting in cars during camp hours. All cars are to be parked in the designated parking lot during camp hours.
7. Pool rules must be complied with at all times.
8. Staff must never leave their campers unattended.
9. Keep the camp clean. Place trash in appropriate containers.
10. Campers & Staff dress should be in accordance to a Christian standard. We strongly encourage “moderation” in clothing. NO tank tops, no “string” tops and shorts must be fingertip length. Coordinators &/or Directors have the discretion concerning attire.
11. Keep cabins clean at all times. NO ONE is allowed into another cabin without permission from the cabin leader. Trashing &/or violating other campers/staff personal property can lead to expulsion, according to camp directors decision. Keep cabins locked during the day.
12. Recreation equipment must be placed in the Rec building at end of day &/or camp. An inventory list will be made available.
13. Cooks Quarters, behind bar in kitchen (kitchen area) and staff cabins are OFF LIMITS to ALL CAMPERS, unless given permission.

14. NO CAMPER &/OR Staff may enter kitchen when it is closed, unless given permission.
15. ALL medicines need to be turned into Camp Nurse on first day of camp. This applies for both Camper & Staff.
16. DO NOT ring the bell after 10:00 pm.
17. In case of emergency follow FIRE/SEVERE WEATHER POLICY located in the back of policy manual.
18. Authorized personnel (those given permission by Coordinator &/or Director) ONLY allowed into the sound booth.
19. NO CAMPER/STAFF is allowed to play on the piano/drums/other instrument unless given prior approval.
20. Trash must be collected at the end of each day/week and placed in the garbage bin (behind kitchen) by campers/staff.
21. NO ONE is allowed out of his or her cabin after midnight unless given permission by camp director. Anyone who is caught out of their cabin will be subject to disciplinary action given by Camp Deans/Directors.
22. Campers/Staff must stay in the lighted areas at night.
23. NO campers allowed into the “game-room” without a proper staff member. Staff member(s) must remain in the game-room while campers are in the room.
24. NO FOOD or DRINKS in CHAPEL unless given permission by camp directors.
25. NO campers allowed in the camp office unless given permission by camp director.
26. Campers may only attend one camp per summer. Camper must be of the age of camp by the end of the year (December). ***Primary camper must be 5 years old at the time of camp in order to attend.**
27. The camper must attend the proper age camp. Any camper who desires to attend a different camp must submit in writing/email/phone call to the Camp Coordinator explaining why camper cannot attend their camp and wants to attend another camp. Camper may not attend a camp 2 years or more from their birthday.
(*Ex: A 13 year old may not move up to Senior High, A 6 year old may not attend Junior Camp, etc..*)
Decisions based on whether a camper can attend a different camp must be decided by Camp Coordinators & Camp Directors.

28. ALL STAFF must provide a Background Check, Staff Application with Pastor's Endorsement, and attend their current church at least 6 months prior to camp.
29. ALL STAFF must be 1) Saved and rooted within their local church, 2) have a good name within their local church, 3) It is highly recommended that each staff member has maintained a genuine relationship with the Lord for at least 1 year. 4) It is also preferred that staff member be Sanctified, Baptized with the Holy Spirit.
30. Staff must be of certain age to work in camp. The following is the policy for each camp;
 - Senior High** (15-College) – Must be 18 years or older
 - Senior** (13-14) – Must be Must be 17 years or older
 - Junior High** (11-12) – Must be 15 years or older
 - Junior** (8-10) – Must be 13 years or older
 - Primary** (5-7) – Must be 12 years or older

Any staff desiring to work camp that does not meet the age requirement must obtain permission from that Camp Directors and approval from Camp Coordinators.
31. ALL STAFF must attend a **Staff Meeting** prior to camp. ALL Cabin Leaders and Asst. Cabin Leaders must attend **Camp 101**. Times and Place will be determined by Youth Camp Coordinators/Directors.
32. Summer Youth Camps abide by the COGOP Child, Youth, and Worker Protection Policy. (See *COGOP Child, Youth, & Worker Policy for more details*)
33. Follow all Heath Department guidelines & safety procedures. Copies of these guidelines are in the camp office.
34. NO Campers/Staff allowed into the Pool or Pool area after 10:00 pm, or without a lifeguard in the pool area.
35. NO shaving cream, pillow, or water fights permitted.
36. NO practical jokes played on camper &/or staff.
37. No boys allowed past the road on the girls side and NO girls past the road on the boy's side during camp hours.
38. No motor carts/4-wheelers/golf carts allowed on campground during camp hours unless given permission by Camp Caretaker.

39. NO VISITOR POLICY. Guests attending services, classes, etc. may be allowed to attend with permission of Camp Director. ALL guests must stay during their allotted time. No guests are allowed to stay overnight without proper paperwork (Background check, Pastors Endorsement, etc.)
40. All special guest ministers/singers, etc., who come to minister during camp must complete a background check form.
41. Part time campers are permitted, but must stay on camp 24 hours unless approved by the Director. Part time campers include those who attend minimum of 1 day – half of camp days.
(Example: 6 day camp: part time camper: 1- 2.5 days, 4 day camp: 1-2 days)
42. Part time campers are to pay ½ regular tuition according to when application is received.
43. All campers must have a properly completed application. A deposit of \$10.00 is required with all camp applications and the deposit is non-refundable. A camper's deposit can be transferrable to another camper.
44. \$10.00 off per camper discount when paying camper application with a church check.
45. Applicants are accepted/rejected without regard to ethnic background, creed, nationality or sex. Camp Maranatha respects the diversity of God's creation.
46. Refund Policy – Full refund minus deposit may be available upon request. Any request for refund must be made in writing and will be at the discretion of the Coordinators. Any church that paid with a church check, refund will be sent back to the church. All refunds will be mailed from State Office.
47. Scholarship Policy – Limited scholarships are available through the Youth Camp Ministry, per Camp Coordinator's approval only. To apply for the scholarship you must call and request a Scholarship Request Form, complete it and return it to the Youth Camp Coordinators. Eligibility applies only to underprivileged and low-income families.
48. Campers who are on the campground prior to camp opening are considered under the supervision of the individual they accompanied to camp.
49. All **off-campus** activities must be approved by Camp Coordinator. All drivers must have a background check, be 25 years of age or older and have a good driving record.

FIRE & SEVERE WEATHER POLICY

SEVERE WEATHER PROCEDURES

Warning:

- ❖ Three bell sounds and pause to be repeated several times

Action plan:

- ❖ Go to cabin (when possible)
- ❖ Gather campers inside at inner wall
- ❖ Call secretary to account for campers (In the event of lost power, hang a white towel over door once campers are accounted for)

FIRE

Warning:

- ❖ Continuous ringing of bell

Action plan:

- ❖ Go to ball field, if possible
- ❖ Line up with cabin leader and account for campers
- ❖ Secretary accounts for all supporting staff
- ❖ Head cook gives account for Kitchen staff

MEDICAL EMERGENCY

Action plan:

- ❖ Contact parent or guardian if possible (*We will attempt to contact up to 3 times*)
- ❖ If emergency arises and parents are unavailable, then the camp application serves as a medical release form for campers and staff. This allows for all forms of medical treatment.
- ❖ Camper Insurance will be billed first, any outstanding balance the Camp Insurance Co. will cover.*

**Camper may choose the hospital of their choice. Yet if they desire the Camp Insurance to assist in any coverage they will be required to go to the hospital where CM has a contract with, per NC COGOP State Advisory Board.*

DISCIPLINARY PROCEDURES

Minor or first offense:

- ❖ Resolved by Dean
- ❖ Extra duties may be imposed

Severe or second offense:

- ❖ Two staff will mediate with involved parties
- ❖ All details and disciplinary actions will be documented
- ❖ Place camper under probation
- ❖ Notify parents of possible expulsion should behavior continue
- ❖ Inform coordinator if problem persists
- ❖ Notify Pastor

Most severe offense:

- ❖ Two staff will mediate with involved parties
- ❖ All details and disciplinary action will be documented
- ❖ Review past accounts
- ❖ Inform Coordinator
- ❖ Assign proper discipline- consider expulsion
- ❖ The Director has the authority to expel a camper if necessary
- ❖ Notify parents or guardian
- ❖ Final disciplinary action is brought before the Youth Camp Committee

Expulsion/Disciplinary Terms:

- ❖ Appeal can occur within 30 days of the closing date of said camp
- ❖ Mail appeal to: Camp Maranatha Disciplinary Review, PO Box 699, Jamestown, NC 27282
- ❖ Committee's decision will uphold or overturn disciplinary action

NC Church of God of Prophecy

**Summer Youth Camp
Staff Job Descriptions &
Staff Information**

Camp Mission

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Camp Co-ordinators Job Description

- Abide by all camp policies and procedures
- Oversee summer Youth Camp Ministries
- Assist with the planning, coordination, & leadership of Camp Maranatha Youth Camps
- Lead and supervise camp directors as well as “common” camp staff and campers
- Communicate with State Overseer concerning any Youth Camp matters.
- Work in harmony with the Camp Manager
- Create a good working relationship with Camp Directors
- Exert positive Christian influence with campers and staff at all times.
- Communicate with International Offices as needed
- Promote Youth Camp, Travel to promotional events when invited and when possible.
- Prepare End of Year Report for I.O & State Convention & State Overseer
- Arrange & Coordinate meetings with Camp Directors throughout the year
- Select the following year's camp dates, themes according to vision by end of each summer
- Prepare Camp Applications, Staff Applications and process Background check
- Maintain camp website and media tools (Facebook, Twitter, etc.)
- Prepare & Update Camp Policies and Camp Training Manual
- Understand, interpret, and maintain the camp's standards and policies
- Mail out promotional letters and applications
- Process all camp applications (receiving, collecting deposits to turn into State Treasurer and mail processed applications to directors)
- Open camps on first day & close camps on last day
- Approve and file the directors end of camp report
- Turn all money into State Office
- Be on call 24/7 during camping season
- Keep updated on any changes concerning camping program
- Address any correspondence that is directed to the Youth Camp Coordinators
- Represent NC Camping ministry in a true Christian manner
- Be prepared to work with campers &/or parents as matters of concern arise

- If Director is unable to perform duties, due to emergency, etc., Coordinator must fill in during camp
- Plan and develop a yearly Camp Director's Meeting following camp season for review and planning of upcoming camp year
- Mediate any matters of concern between Directors and Caretaker
- Design, develop and train all camp directors, staff, and volunteers in the following:
 - Summer Camp Policies
 - Child Protection Policy
 - NC COGOP Policies
 - Emergency Policies
 - Camp 101
 - Other resources available
- Represent camping ministry on Camp Maranatha Board

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Camp Directors:

- Endorse all camp policies and procedures.
- Attend organizational meetings by Camp Coordinators, and/or other required meetings.
- Report directly to Camp Coordinators.
- Must work well with Camp Coordinator, Camp Manager, and State Overseer.
- Oversee the operation of your camp.
- Responsible for selecting qualified staff members and inform all staff of any/all required information prior to camp.
- Responsible to ensure all staff have completed Staff Application, Background Check and Pastor's Endorsement prior to camp.
- Conduct staff meetings with all staff prior to camp. Inform staff (and campers) of pertinent policies, and ensure they are properly carried out.
- Have required reports ready at end of camp:
 - All report forms can be received from Camp Coordinators
- Communicate regularly with camp caretaker and camp coordinators.
- Demonstrate high Christian morals while in pressure situations.
- Inspect chapel, chapel bathrooms, cabins, bathhouses, recreation equipment, pool house, kitchen facilities and campgrounds with the camp coordinator before leaving camp.
- Stay at camp on the final day until all campers are gone.

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Camp Secretary:

- Abide by all camp policies and procedures.
- Assist Director in keeping all personal materials confidential!
- Follow registration procedures.
- Reimburse the staff for their purchases for camp. Receipts are required.
- Assign cabin keys and collect them.
- Keep the office neat, clean and locked.
- Know the camp schedule.
- Answer the telephone and make all announcements necessary.
- Make sure all visitors and staff sign in and out when they come and go from the campground. Make sure visitors are approved to be at camp by the Director.
- Required final reports are filled out on last day of camp and given to Coordinators.
- Stay at office. When leaving office please leave information of where you can be contacted.
- Other duties as assigned. Report directly to Director.

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Camp Deans:

- Abide by all camp policies and procedures.
- Assist the Director in the operation of the camp.
- Assist Cabin Leaders:
 - Notify staff of schedule changes
 - Conduct regular meetings with Cabin Leaders
 - Distribute needed materials to staff
 - If necessary, assist Cabin Leaders in maintaining discipline
- Supervise cleanup:
 - Cabins
 - Bathrooms
 - Grounds
 - Concession Stand
 - Recreation Building
 - Pool area
 - Last day inspection of all facilities
- Ensure staff members promptly fulfill all assignments.
- Ring the bell at scheduled times and for emergencies.
- Disperse staff during free time and chapel services.
- Assign staff to watch over the camp when campers have free time. Staff should be spread out among the campers.
- Schedule staff breaks that best fit with camper schedules.
- Boost all special projects and offerings.
- Promptly distribute mail to staff and campers.
- Designate someone to take injured campers to the hospital under Director's authorization.
- Enforce reasonable curfew for the last night of camp.
- Any other duties given by Directors.
- Other duties assigned. Reports directly to Camp Directors.

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Camp Nurse:

Qualifications:

- Must be certified as an R.N. and provide a copy of license given to the Coordinator.

Job Descriptions:

- Abide by all camp policies and procedures.
- Maintain required medical supplies by first of camp. Any supplies needed contact Camp Director.
- Consult with parents on the day of registration and collect all medicine.
- Return medicine on the last day of camp.
- Maintain communication with the lifeguards during swim time in case of emergency.
- Check first aid station for proper equipment. Call Pharmacy for supplies.
- Keep accurate records of all First Aid administered including:
 - Name of Camper/Staff
 - Date, time and day of treatment
 - Symptoms
 - Action Taken
 - Medication or treatment given
 - Other pertinent information
 - All records are to be kept confidential in compliance with the HIPAA privacy rule.
 - Give records to Director for filing.
- Know the health history of campers with unusual problems.
- Watch for unhealthy behavior and/or wrong medications.
- Post a schedule of whereabouts at all times.
- Administer all medications to campers.
- Fill out insurance information forms for medical emergencies and have the signed by the proper caregivers- turn them over to the Director for filing.
- If the camper/staff has personal health insurance, file it first; use the camp insurance as a supplement.

- Administer first aid until EMS arrives if necessary.
- Reports directly to Camp Director & Deans.

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Worship Leader:

- Abide by all camp policies and procedures
- Set up Chapel for camp services
- Oversee Chapel area
- Oversee all instruments and music equipment/sound booth
- Coordinate and moderate worship and music with the Evangelist/Speakers.
- Use campers in worship, special music, and preparation tasks as much as possible.
- Set up rehearsal times around campers schedule.
- Make sure Chapel and sound booth are clean and organized by last day of camp.
- Reports directly to Camp Deans.

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Camp Evangelist:

- Abide by all camp policies and procedures.
- Following the leading of the Holy Spirit the evangelist will;
 - Prepare concise, brief messages related to the camp theme.
 - Keep the attention of the campers while following the leading of the Holy Spirit.
- Work with the worship leader to build an atmosphere of praise and worship.
- Report nightly to secretary the number of experiences in each service.
- Assist in other areas where needed.
- Be available to the campers if they need to talk in accordance with the Camp Policy Manual & Procedures.
- Reports directly to Camp Directors.

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Recreation Leader:

- Abide by all camp policies and procedures.
- Oversee all recreational events for camp.
- Check all materials needed by first day of camp.
- Oversee Recreational Building and manage all recreation equipment during organized and unstructured events. Keep the camp neat and do not lose equipment. Keep storage building clean and neat.
- On last day of camp, return all equipment to proper place. Clean courts, ball-fields, torpedo ball area, etc. and make a list of all broken equipment.
- Reports Directly to Camp Deans.

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Cabin Leader:

Job Description:

- Abide by camp policies and procedures
- Must be proper age according to camp policies.
- Must be spiritually mature according to the Pastor's Endorsement.
- Must take an active role in services.
- Be prompt in taking care of all duties assigned to you.
- Be on time and know the schedule. Make sure your campers are where they are required to be.
- Always know where your campers areAT ALL TIMES!
- Never be alone with a camper without another adult or proper surroundings (see Camp Policies).
- Responsible for helping Directors/Deans inform campers know camp rules.
- Efficiently and promptly handle all tasks:
 - Cabin cleanup-daily and last day cleanup duties. (oversee campers involvement) –
 - Keep and maintain a clean cabin.
 - Take trash to dumpster at end of camp.
- Be prepared for cabin devotions
- Watch for homesickness, personal problems, non-reported sicknesses and/or any other issues. Report any/all problems to Camp Dean.
- Maintain a positive spirit and attitude. Never show a negative spirit around campers and/or other staff. Any issues/problems report to Camp Deans.
- Bring a game or fun-time idea in case of bad weather.
- **Absolutely no passing of keys or giving them to campers!**
- May not leave camp on last day till all your campers are gone. (Except Director/Deans allows for certain situations)
- Reports directly to Camp Deans.
- Follow up on your campers after camp ends.

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Asst. Cabin Leaders:

Job Description:

- Must abide by camp policies and procedures.
- Must be proper age according to camp policies.
- Must be spiritually mature as determined by Pastor's Endorsement.
- Must take an active role in services.
- Be prompt in taking care of all duties assigned to you.
- Assistants are to help the Cabin Leader with their responsibilities.
- Cabin Assistants may be asked to do other responsibilities asked by Camp Deans.

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Night Watchman:

- Must abide by all camp policies and procedures.
- Watch campground and perimeters during services and overnight hours as established by the Director.
- Assist in keeping campers in well-lighted areas after sunset.
- Perform additional duties as assigned by the Director or Deans.
- Must be physically able to patrol grounds.

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Camp Teachers:

- Must abide by all camp policies and procedures.
- Provide Director with a copy of the lesson plan **prior** to camp.
- Know the subject well and be age appropriate.
- Be prepared with all materials and supplies needed for class before camp.
- Pray earnestly for God-given authority and guidance.
- Be real, even if you don't know the answers to all their questions.
- Reports directly to Camp Deans.
- Oversees Classrooms and at end of camp responsible for clean up of the classroom.

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Kitchen Staff:

- Head cook is required to:
 - Understand Camp Maranatha Regulations
 - Responsible for kitchen
 - Abide by all regulations & policies of Camp Maranatha.
- Kitchen assistants: All directions come from head cook.
- Serve meals promptly, with emphasis given to camper's needs.
- Good quality and quantity of meals is expected.
- Be sure to check the day before to make sure you have needed food for the next day's menu. Use only what has been allotted for your camp. Any questions you may contact Camp Manager or Camp Food Coordinator.
- Smile and be friendly to the campers and staff.
- Clean and sanitize the entire kitchen area during and after camp.
- Use required garments while cooking and serving and wash hands consistently.
- Know the health guidelines and abide by them.
- Make sure the Kitchen is left completely clean for the next camp
 - Floors (behind counters/serving area, etc.)
 - ALL Kitchen equipment (Refrigerator, stove, counter tops, sinks, all equipment, utensils, supplies, etc.)
- Make sure all supplies are restocked or contact Camp Manager for assistance.
- Work well with Camp Food Coordinator, Camp Manager, and Camp Director.
- Reports directly to Camp Director.
- Be flexible and work well with Camp Director.
- Head cook and all kitchen staff must abide by all camp policies and procedures.

Camp Mission

Our mission is to present the Gospel of Jesus Christ, encourage all campers to experience a personal relationship with Him while providing an atmosphere for mental, physical, and spiritual growth.

Camp Vision

Our vision is to see each camper become aware of the importance of surrendering to the Lordship of Jesus Christ by providing a setting for spiritual enrichment where a desire to be a faithful servant of Jesus is instilled in each camper, they become committed to God's Word as their standard of living, and they recognize their calling in Christ.

Camp Verse

*“And Jesus increased in wisdom and stature, and in favor with God and man”
– Luke 2:52*

Concession Stand Operator:

- Must abide by all camp policies and procedures
- Restock snacks and drinks each night on shelves and in coolers.
- Turn in all money (& reports necessary) daily to secretary.
- Be patient with all the campers.
- Supervise all the volunteer help in the concession area.
- Follow the guidelines for hours of operation (to be determined by Director).
- Clean area and spray off pavilion daily and on last morning of camp.
- Take out trash in Snack shack and under pavilion (when needed).
- Be prepared to assist in other activities as asked by the director or deans
- Snack Shack Operator must return any containers brought out from kitchen during day to kitchen.
- Reports directly to Camp Deans.

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Lifeguards:

- Must abide by all camp policies and procedures.
- Lifeguards are under the supervision of the Camp Director.
- Lifeguards must sign in and out everyday (if not staying on campground).
- Must be certified as a lifeguard and certified in CPR. Any documents must be filed in camp office.
- Must attend scheduled staff meetings, when required by Camp Director.
- All lifeguards are to work and communicate with each camp Director/Deans.
- Work with Camp Manager to make sure pool is prepared.
- Maintain total & strict discipline in the pool area:
 - Forbid running or careless behavior in the pool area
 - Authorized to remove campers and/or staff if behavior warrants
- Record all incidents and minor injuries, and turn them in to the Deans.
- No one with open wounds is allowed in the pool.
- Reports directly to Camp Director (if staying off campus, otherwise they report to Camp Deans).

Other Important Staff Information

Any other staff member, not mentioned above is responsible to the Camp Director. They must abide by all camp policies and procedures and must maintain a strong Christian standard and produce a positive attitude while serving on the campground.

All staff is required to abide by the camp policies and procedures. Each worker is required to fill out the following forms before they can be considered;

- Staff Application

- Background Check

- Pastor's Endorsement (*Must have been saved for at least 1 year/attend and have been committed for at least 6 months in your current church/ministry*).

However, the completions of these forms do NOT guarantee that you will be allowed to serve as camp staff. The Camp Director in consultation with Coordinators will determine final notification.

All camp workers are encouraged not to work more than 2-3 camps per summer, preferably not back-to-back camps.

All camp staff members are required to maintain a positive, team player attitude during camp. Any issues or concerns that may arise you may contact the person who is responsible for you and speak to them in love and respect.

All camp staff members are required to be loyal, cooperative and faithful to the camping ministry and your Director. Always set a good example to the campers.

All staff members are encouraged to participate in evening services (as much as possible) and understand our vision and purpose of the camping ministry.

Demonstrate effectiveness in your area of responsibility. Be spiritually, physically, and mentally fit to do your duties well.