

Camp Indogan Guidelines for Staffing Camp Sessions



A Preview and Short recap of current camp policies

**For more information see Camp Indogan
Handbook**

This pamphlet has been designed to be a compliment to our bylaws and supports the policies and decisions of the Camp Indogan Board of Directors.

Purpose of this document: To insure that all staff members are made aware of bylaws, policies and guidelines established by the Board of Directors to insure a safe and enjoyable camp session.

Applies to : Camp session directors, counselors, bible teachers, cooks, life guards, nurses, and other camp staff members.

Responsibility: It is the responsibility of all camp staff and helpers to support the bylaws and policies of camp Indogan and insure that our sessions are run in a Godly, organized and safe fashion.

Your acceptance to a position of staff indicates your willingness and agreement to abide by the camp policies

Religious Affiliation: All staff members are to be members in good standing of the affiliation with the *main stream Churches of Christ, unless listed in one of the following non- administrative capacities:

Kitchen Help
Life Guard

Background Checks: All staff must sign an approval sheet for background checks. These will be done by our insurance carrier and kept confidential.

Health Awareness and Safety: All illnesses or injuries must be reported to the camp nurse or director immediately. Camp Insurance covers only that portion of the costs not reimbursed by your private carrier.

The safety of our staff and campers is of utmost concern and needs to be in consideration as we plan activities. No camper or staff member should ever be placed in a situation where injury or risk to life can happen.

*Mainstream can be defined for purposes of this document as those who participate in accappella worship including weekly participation of communion and conforming to Paul's addressing of the proper roles for women in the church.

Kitchen Administration: All kitchen help needs to make themselves aware of the practices and policies in respect to working in our kitchen facilities.

Camp Indogan has gone to great extents to insure a safe and clean kitchen environment. Part of this includes training of voluntary help to assist them in adhering to the health codes governing our facility. All kitchen help should contact their respective camp director for information regarding this training.

Pets: Due to health concerns and possible violations of health codes, no pets are to be bought into the camp during camp sessions. Please arrange ahead of time to have some one set for your pets.

Arrival and Leaving of Camp grounds:

All individuals should report to the session director upon arrival and departure of the camp grounds. This includes supply and personal runs into town during session time.

Camp Visitors: All visitors to the camp session must be pre-approved by the session director and should be made aware of camp policies as they apply.

Cabin Counselors: The following are a list of the responsibilities of the cabin counselors and may include more as requested by the session director:

Monitoring for well being of each of the campers assigned to your oversight.

Monitoring and assisting campers in daily cleaning of cabins and restroom facilities

Assisting campers in bible study and devotionals.

Accompanying campers during activities.

Discipline of Campers: Discipline of campers and staff shall fall under the oversight of the session director. No discipline should ever be administered without his pre-approval.

Camp Policies list:

Smoking prohibited on camp grounds

Substance abuse and use prohibited (IE: Alcohol, illegal drugs, etc)

Fire arms, fire works, and knives should not be bought into camp.

Radios, cd players, tape players and TV's are restricted to purposes that lend themselves to be used as approved teaching methods and approved by the session director.

Dress shall be modest and good taste that exemplifies Christian behavior.

Administrative Rights: The session director in accordance with camp bylaws and policies has the right to discharge any staff member who fails to support these or any other camp policies.