Camp Storer Cabin Leader Application Checklist

All applications are due no later than noon on Wednesday, November 21. Only complete applications will be considered. In order for applications to be considered complete, students must:

* Read, sign, and turn in the informational packet and Code of Conduct signature sheet to Ms. Dixon in the Counseling Office.
* Turn in a completed health form to Ms. Dixon in the Counseling Office. **The “Youth” form is for applicants under 18 years old; the “Adult” form is for applicants age 18 or older.**
* Ask three adults (preferably from Berkley High School) to complete an online reference form.
* **Once you have confirmed your three references**, complete the online portion of the application available at <https://goo.gl/forms/xbQfg9lGfqxPJHV93>.
* Remind your three references to complete the online reference form by the application deadline. \***Your references will receive a direct link to the reference form after you have provided their email addresses in your online application.**
* If you are selected to be a Cabin Leader, read over the packing list so that you have everything you need!

\*Since your references will not receive a link to the reference form until after you have submitted your online application, make sure that you submit your application early enough for your references to have enough time to complete the reference form. It is recommended that you submit your online application by Monday, November 5, so that your references have two weeks to complete the reference form.

Any questions should be directed to Ms. Dixon in the Counseling Office. You can also email her at [lauren.dixon@berkleyschools.org](mailto:lauren.dixon@berkleyschools.org) or call 248-837-8142.

YMCA STORER CAMPS

6941 Stony Lake Road ● Jackson, Michigan 49201 (517) 536-8607

[www.ymcastorercamps.org](http://www.ymcastorercamps.org/)

**BEING A CABIN LEADER FOR: The Storer Outdoor School**

Serving as a Cabin Leader is an exciting challenge. It is an opportunity to see new approaches to education, a chance to be outside, sleep in a cabin, eat in the dining hall, experience classes, learn about group dynamics, child psychology and ultimately to be responsible for a small group of students. It is important to think of this program as a **SCHOOL EXPERIENCE** for the students, and it should be an educational experience for you too. It is different from summer camp and from a formal school setting. Cabin Leaders are expected to stay on site during the entire school visit.

**The goals of our Outdoor Environmental Education program are as follows:**

* To enable students to understand and experience the relationship between themselves and the natural environment and their roles as stewards of the Earth
* To strengthen social relationships between
  + Teachers and students
  + Students and their peers
* To give the students a sense of independence and self-identity
* To give all students a chance to succeed in a non-graded environment
* To encourage the students to become more aware of his/her senses
* To foster an attitude of inquiry in the child
* To encourage openness and active participation in outdoor activities
* To promote the values of caring, honesty, respect, and responsibility

**Cabin Leader Responsibilities:**

1. To make certain that each student's personal needs are properly met.
2. To supervise students in the cabins at night.
3. To see that students are dressed appropriately for varying weather conditions.
4. To make certain that students get to each activity on time and prepared.
5. To attend daily meetings with staff and teachers.
6. To help with support and discipline during classes and activities.
7. To promote caring, honesty, respect, and responsibility in all aspects of our program.
8. Cabin leaders are required to report any and all incidents to both a teacher and a The YMCA Storer Camps Outdoor School Staff member.

**Policies that all leaders must observe while at The YMCA Storer Camps Outdoor School:**

1. Profanity or foul language is not permitted.

1. Good judgment in relationships between different ages and sexes must be exercised.
2. YMCA Storer Camps is a SMOKE FREE facility.
3. No alcohol or illegal drugs are permitted at or on camp property
4. Physical punishment is not permitted by state law or by YMCA Storer Camps policy.
5. All school rules apply at The Storer Camps Outdoor School.
6. Cabin Leaders should not put themselves in a position where they are one on one with a student. Stay within site and sound of other adults and/or students when speaking to a students.

**YMCA Storer Camps reserves the right to dismiss any person whose behavior contradicts these policies. Preparing for the week:**

* You will receive a "Bring Along List.” This is outdoor education! Pack carefully and be prepared for rainy or cold weather. Remember to **bring an alarm clock/phone and a watch**. No radios, electronic games, CD players, etc., are permitted. Cell phones are allowed and used for emergency purposes.
* A Cabin Leader training program is provided by the school staff or by YMCA Storer Camps staff. Contact the school to find out when your training will occur.
* Find out about the students you will supervise. What age are they? Do you know some stories to share at bedtime? What things would be important to a student at this age?
* Some people participate in our Cabin Leader program to fulfill a school project or service requirement. If you have any forms that need to be completed to document your experience, please give copies to the Lead Teacher of the school you are accompanying.

**Thanks for your participation! The YMCA Storer Camps Outdoor School and the schools we serve depend on your volunteerism and exceptional energy in order to provide an outdoor environmental education experiences for students. We appreciate your time and effort and believe you will benefit from the experience.**

**THE YMCA STORER CAMPS OUTDOOR SCHOOL CODE OF CONDUCT**

The YMCA Storer Camps Outdoor School provides the following information on the expected Code of Conduct for Outdoor Environmental Education Cabin Leaders and teachers while participating in the Outdoor Environmental Education program. For the purpose of this Code of Conduct, staff is defined as school administrators, teachers, The Storer Camps Outdoor School employees, Cabin Leaders and/or anyone who has contact with youth participants.

* In order to protect school, staff, volunteer and program participants, at no time during an Outdoor Environmental Education program may a staff person be alone with a single child where they cannot be observed by others. As staff supervise children, they should space themselves in a way that other staff can see them.
* Staff shall never leave a child unsupervised.
* Staff should not abuse children, including: Physical abuse - strike, spank, shake, slap; Verbal abuse - humiliate, degrade, threaten; Sexual abuse - inappropriate touch or verbal exchange; Mental abuse - shaming, withholding love, cruelty; Neglect - withholding food, water, or basic care. Any type of abuse will not be tolerated and may be cause for dismissal from the The Storer Camps Outdoor School program and a report filed with the Protective Services Division of the Family and Independence Agency.
* Staff must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Staff will have age appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in pre-determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.
* Staff respond to children with respect and consideration, and treats all children equally regardless of sex, race, religion, or culture.
* Staff will respect children’s right to not be touched in ways that make them feel uncomfortable, and their right to say no. Children are not to be touched on areas of their bodies that would be covered by a bathing suit.
* Staff will refrain from intimate displays of affection towards others in the presence of children, parents and staff.
* While the school and YMCA do not discriminate against an individual’s lifestyle, they do require that in their job performance, staff will abide by the standards of conduct set forth by the YMCA.
* Staff must appear clean, neat and appropriately attired.
* Using, possessing, or being under the influence of alcohol or illegal drugs during working hours is prohibited.
* Smoking or the use of tobacco on camp property is prohibited.
* Profanity, inappropriate jokes, sharing intimate details of one’s personal life and any kind of harassment in the presence of children is prohibited.
* Staff must be free of physical and psychological conditions that might adversely affect children’s physical or mental health.
* Staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
* An alleged perpetrator will be isolated from participants while a thorough investigation is conducted.
* Under no circumstances should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian.
* Staff is required to read and sign this document.
* I understand that any violation of the Code of Conduct may result in dismissal from The Storer Camps Outdoor School and a potential investigation by the Family and Independence Agency.

Please sign and return this form to Ms. Dixon in the Counseling Office by the application deadline. Keep all previous pages for your records.

I have read and agree to the YMCA Storer Camps Outdoor School Code of Conduct and Cabin Leader expectations.

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Cabin Leader Applicant’s Signature Date

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Parent Signature Date