

SUMMER STAFF PACKET

SUMMER 2024



Howdy potential Summer Staff Member!

We are so appreciative of your interest in working at Gilmont this summer. Gilmont is proud of the programs we organize for campers and families and recognizes our summer staff are the people who implement and ensure the success of our summer camp ministry.

Gilmont's mission is to cultivate a safe, sacred space where all are invited to grow closer to God, creation, others, and themselves. As a summer staff member, you will contribute to creating a safe, sacred space by respecting and affirming campers and staff from diverse backgrounds, listening empathetically to campers and other staff, and encouraging others to authentically participate in camp activities.

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LETTER FROM THE PROGRAM DIRECTOR (cont)

In the process of leading camp activities, facilitating small group discussions, and working behind the scenes to ensure a smooth camp program, you will help create a cohesive community where meaningful relationships are built between campers, staff, God, and the outdoors.

A job at summer camp is an extremely rewarding experience. You will witness campers overcome their fears, break out of their shells, form bonds with other campers, and deepen their faith. You will lead, mentor, inspire, and empower. You will laugh deeply and smile often. You will grow in confidence, develop useful and practical skills, and form lasting friendships of your own.

A job at summer camp may also be the most challenging job you will ever have. You are responsible for the wellbeing and safety of someone's most beloved person - their child(ren). And you will be caring for a group of these beloved people at the same time.

The days are long and there is limited time off. Campers can be rowdy. You will definitely get tired. As you build relationships with campers, they may tell you stories that are hard to hear, raise emotions in yourself, and are difficult to respond to.

The goal of this packet is to provide you a clear understanding of Gilmont's 2024 summer plans and realistic expectations of how YOU fit into our camp program.

See you soon,
Crosby Palmer, Program Director



SUMMER SCHEDULE

	S	M	T	W	TH	F	S
May							25 Staff Training
	26 Staff Training	27 Staff Training	28 Staff Training	29 Staff Training	30 Staff Training	31 Staff Training	1 Staff Training
	2 Staff Training	3 Staff Training	4 Staff Training	5 Staff Training	6 Day Off	7 Family Camp	8 Day Off
June	9 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	10 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	11 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	12 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	13 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	14 Optional week off for Overnight Counselors & Support Staff Cumberland Rental Group (all ages - including adult leaders)	15 Day Off
	16 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	17 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	18 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	19 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	20 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	21 Day Camp Staff Off; Optional week off for other staff Great Gluten Escape (1st-11th)	22 Day Off
	23 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	24 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	25 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	26 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	27 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	28 Classic Camp (1st-6th), Forces of Nature (6th-8th), Camp Create (9th-11th) Day Camp (1st-6th)	29 Day Off
July	31 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	1 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	2 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	3 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	4 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	5 Classic Camp (1st-8th), Senior High - Choose Your Adventure (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	6 Day Off
	7 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	8 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	9 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	10 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	11 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	12 Classic Camp (1st-8th), Adventure Camp (9th-11th); Interns (10th-11th) Day Camp (1st-6th)	13 Day Off
	14 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	15 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	16 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	17 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	18 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	19 Classic Camp (1st-6th), Camp Create (6th-8th), Olympics (9th-11th) Day Camp (1st-6th)	20 Staff Debrief

PROGRAM OVERVIEW

To learn more about a camp program, click on the title of the session to see their webpage.

FAMILY CAMP

A modified camping experience of three-days and two-nights for families of all ages. Families stay together in cabins and Summer Staff lead activities.

CUMBERLAND

Cumberland Presbyterian is a rental group who primarily implements their own program. Campers range in age from elementary school to high school. They also provide their own adults who supervise campers, lead Bible Studies, and recreation activities. Summer Staff will assist with classic Gilmont activities and facility care.

GREAT GLUTEN ESCAPE (GGE)

This week is dedicated to serving all Gluten Free food for campers (grades 1st-11th) and staff so celiac and gluten-intolerant campers can have all the fun of camp without any worry of what is served in the dining hall. Many volunteers join for the week to assist in the cabins, kitchen, and as needed. Note: this program does not contain spiritual formation components and instead focuses on community-building.

DAY CAMP

Campers (grades 1st-6th) enjoy classic Gilmont activities Monday - Friday, 9 AM - 4 PM and return home for dinner. Day Camp Counselors are primarily responsible for Day Camp groups.

INTERNS

A two-week session for campers (grades 10th-12th) to get a taste of what it takes to be a camp leader. Volunteers provide leadership training, supervision, and facilitate classic Gilmont activities for the first week. On the second week, interns will join camper groups and assist Day Camp or Overnight Camp Counselors with activities and camper supervision.

PROGRAM OVERVIEWS (cont)

CLASSIC CAMP

Classic Camp is Gilmont's traditional week-long overnight camp. Campers (grades 1st-6th or 1st-8th) enjoy camp activities with campers their age and under the guidance of Overnight Camp Counselors. Day Camp Counselors assist with evening activities and overnight in cabins.

The following sessions are Specialty Camps. Overnight Camp Counselors will choose which ones they want to help plan and lead. Counselors who do not lead a specialty camp will be with a Classic Camp group.

FORCES OF NATURE

Forces of Nature combines scientific experiments and outdoor exploration for campers (grades 6th-8th). Past sessions have included terrarium building, soil science, gravity experiments, gardening, and star gazing.

CAMP CREATE

During Camp Create, campers (grades 6th-8th & 9th-11th) express themselves through music, arts, crafts, and drama. Past sessions have created murals on cardboard, collaged on canvases, and played improv games.

SENIOR HIGH - CHOOSE YOUR ADVENTURE

Campers (grades 9th-11th) select the camp activities they want to enjoy. This sessions allows older campers to take ownership of the camp experience and live into what they love most about Gilmont.

ADVENTURE CAMP

This is the only camp session where campers (grades 9th-11th) do not sleep in Gilmont's air-conditioned cabins. Instead, they sleep in Gilmont's tree houses and make two meals a day over a campfire together. Other standard Adventure Camp activities include shelter building and raft building.

OLYMPICS

This session is new in 2024 and based on camper interest in a specialty camp devoted to sports, teamwork, and healthy competition. The vision is that campers (9th-11th) will be in two teams, create flags to represent their teams, and compete in sports, tournaments, and other challenges.

DAILY SCHEDULES

Gilmont programs have a rhythm and routine for each day. Counselors stay with their groups to

Click [HERE](#) to view a sample Overnight Camp Schedule.

Click [HERE](#) to view a sample Day Camp Schedule.

The Program Director, Executive Directors, and other Camp Leadership members are committed to supporting you during your employment. We know that, while we work hard to plan successful camp programs, Summer Staff are the ones implementing the ideas and caring for the campers. We value your input on how we can create better systems, structures, and overall programs.

We are committed to listen to you and do our best to implement your suggestions for improvement and what you need to care for your holistic needs. We will guide you and support you before, during, and after difficult conversations with campers, co-workers, and parents.

GILMONT ACTIVITIES

Arts & Crafts	Teambuilding
Pool Time	Nature Activities
Sports	Hiking
Archery	Zipline
Canoes	Campfire
Paddleboards	Games
Bible Study	Axe-throwing
Mini-golf	Crate-stacking
Disc-golf	Slingshots



EXPECTATIONS

Day Camp and Overnight Camp Counselors are expected to:

1. Be responsible for the supervision, direction, and companionship of campers for the duration of their attendance (24/7 supervision) with attention to the following: health, program, behavior management, group cohesiveness, happiness cleanliness, safety, routine duties, character and skill development.
2. Work as a team alongside other summer staff and the directors to plan, organize, and implement recreation activities that are appropriate to the environment and participants' ages and abilities.
 - Activities you will be responsible for include: arts and crafts, hiking, nature activities, sports, archery, axe-throwing, slingshots, games, and teambuilding. (Don't worry if you aren't particularly crafty or sporty - that's why we work as a team!)
3. Sleep in the same cabin as campers during overnight camper programs.
 - Yes, Day Camp Counselors will participate in evening activities, Vespers, and stay in a cabin overnight to assist with hygiene needs, behavior management, etc.
4. Enthusiastically promote and actively participate in all camper activities and projects - with the exception of your time off.
 - This includes, but is not limited to, being dressed appropriately and engaging with campers during all activities.



EXPECTATIONS

All staff are expected to:

1. Assist with daily living skills of campers, including, but not limited to:
 - Personal care: toileting, showering, dressing, and other hygiene needs,
 - Follow any behavioral care plans,
 - Assist with meal times to any degree of a campers' needs.
2. Enforce and abide by program policies and safety procedures.
3. Instruct campers in emergency procedures and situations.
4. Report all accidents, incidents, and disciplinary concerns to the Camp Coordinators and ultimately the Program Director.
5. Prepare, clean, properly-store, and oversee the proper use of facilities, equipment, and supplies.
6. Role-model and teach skills in socialization, hygiene, self-advocacy, independence, etc.
7. Eat breakfast, lunch, and dinner with campers.
8. Walk up to four miles a day (not necessarily consecutively).
9. Treat others with respect, compassion, and inclusion.
10. Be a role model to campers and staff in your attitude and behavior, even in your time-off.
11. Work effectively to collaborate on daily responsibilities.
12. Welcome and include campers and staff from diverse backgrounds without discrimination.
13. Address issues, concerns, or conflicts promptly and respectfully with the goal of problem-solving practical solutions together.
14. Provide constructive program feedback to the Camp Leadership.
15. Utilize behavioral management techniques as needed.
16. Problem-solve unexpected changes.
17. Other duties as assigned.

STAFF TRAINING

This job might also include responsibilities which make you uncomfortable such as tending to camper wounds (including open bleeds), comforting campers who homesick, or having difficult conversations with campers who are struggling at home, in their identity, etc.

But don't worry - Staff Training will equip you with the resources and skills you need for a successful summer. Plus, we are committed to supporting your wellbeing throughout the summer.

During Staff Training, you will:

- Attend and complete a certified CPR, First-Aid, and AED training.
- Learn how to identify and respond to the holistic needs of campers.
- Learn child development theory and how to assist a homesick camper.
- Learn and practice age-appropriate behavior management techniques.
- Participate in and learn to instruct Gilmont activities including, but not limited to:
 - Name games and icebreakers; Friendship bracelets and other crafts; Low Ropes and Team Building activities; Small-group, large-group, and rainy day games; Energizers (silly, high energy dances) and silly songs; Hiking and Nature Activities; and Axe-Throwing, Archery, & Slingshots.
- Participate in and learn to assist waterfront activities, crate stacking, and zipline (note these activities are led by a certified instructor).
- Walk through and learn to lead Gilmont's Bible Study curriculum for campers of diverse ages.
- Become familiar with Gilmont's policies and procedures as outlined in the Staff Manual.
- Learn techniques for communicating with campers, parents, volunteers, peers, and supervisors.

BENEFITS

For your hard work this summer, you will receive:

- Meals while programs are occurring.
 - Leftovers are often available on the weekend.
- Housing for the duration of employment.
 - Counselors are required to sleep in the same cabins as campers during overnight camp programs (with the exceptions of family camps and rental groups).
 - All summer staff will share a lodgeroom with 1-2 other staff members. While there are only two beds in a lodge room, this still gives you access to a private shower & bathroom, a place to store your belongings, & a quiet area for your time off. Lodge rooms are wifi accessible.
- Weekly salary paid bi-weekly.
 - Camp Coordinator starting salary is \$375.
 - Activity Coordinator starting salary is \$375.
 - Overnight Camp Counselor and Day Camp Counselor (18+) starting salary is \$300.
 - Day Camp Counselor (16-17) and Support Staff salary is \$250.
 - Returning staff receive an additional \$25 per week.
 - Lifeguards receive an additional \$75 per week.
- Access to the Staff Lounge- a wifi accessible place to store snacks and drinks and to relax during time-off.
- Washer and dryer access.
- Time-off (see next page for details).



TIME-OFF



Time-off looks different for every summer camp employee. Each position has a different time-off structure and each individual chooses how they want to spend their break. Below outlines the time-off structure for each position during Gilmont Day and Overnight Camps:

- **Day Camp Counselors** have off 4:30-6:00 PM M-F and one evening off (8:30-11).
- **Overnight Camp Counselors** have an hour block off during the day and two evenings off.
- **Media/Support Staff** have an hour block off during the day and evenings off when not in cabins or assisting with tasks.
- **Activity Coordinator** and **Camp Coordinators** will work with the Program Director to discern what time off schedule works best for them and camp programs.

Expect additional time off during Family Camp and Cumberland - including all evenings.

Between Overnight Camps, weekend time-off begins by 5:30 PM on Friday. All staff are required to join the Sunday staff meeting at 12 PM on Sunday, ready to go for the upcoming week (the staff meeting will start earlier during GGE).

During camp programs, you are required to remain on camp property unless approved by the Program Director. Off-site trips can be permitted with permission from the Program Director. Staff often leave camp property over the weekends.

Remember that, even in time off, you represent Gilmont and are required to adhere to our policies.

SPIRITUAL FORMATION

Let's dig into our Summer 2024 Bible Study theme! **Soil for the Soul** invites campers into the agrarian world of the Bible - full of stories of faithful people who connected to and cared for the land.

Soil for the Soul explores how we nourish our souls and create fertile ground for more good things to grow, be harvested, and shared with others.



Devotionals:

The Spiritual Advisor, a trained faith leader who volunteers at camp for the week, will lead summer staff in morning devotionals and spiritual check-ins. The goal is for summer staff to have a quiet reflection time at the start of each day to center themselves and nourish their souls before caring for campers.

Morning Celebration:

This is a time after breakfast where campers and staff start the day with dance, music, and praise! We do a few energizers - which are silly, high energy dances - and sing songs led by Gilmont's Music Team. The Spiritual Advisor will introduce the daily scripture and theme and summer staff will perform a skit based on this scripture.

Bible Study:

The Spiritual Advisor discusses the scripture passage of the day and leads campers in a discussion. Counselors then lead campers in small group activities that teach the main themes of that day and how campers can apply the themes in their day-to-day lives.

Vespers:

Vespers is an evening contemplative-style worship to wind down from the day and connect with God. The Spiritual Advisor will lead campers in a story time, discussion, or spiritual practice. Gilmont's Music Team will lead campers in music.

FREQUENTLY ASKED QUESTIONS

I'm vegan/dairy-free/gluten-free/allergic to certain foods. Can Gilmont accomodate my diet?

Yes! Gilmont is a nut-free camp and a certified Gluten Free Safe Spot. We can also accomodate other diets and dietary restrictions. Let us know and we will work with you!

I really want to work at Gilmont but I have a family vacation already planned. Can I still work at camp?

Absolutely! Let us know as soon as possible any dates that conflict with the employment period so we can plan accordingly. Staff training is a very important and it is highly preferred for staff to be available during May 25-June 5.

What is typically served at meals?

Summer Camp meals are camper friendly. Common breakfast meals include eggs, bacon, sausage, pancakes, and breakfast sandwiches. Common lunch meals include chicken tenders, tacos, spaghetti, and chicken sandwiches. Common dinner meals include hamburgers, hotdogs, fajitas, baked potatoes, and BBQ chicken.

Can people visit me at camp?

Although camp policy does not allow visitors during camp sessions, your loved ones can visit between sessions. Please inform Crosby about any visitors at camp. If people want to drop off something for you mid-week, let Crosby know and we can coordinate for them to drop off at the office.

Can I work at camp if I'm not Presbyterian?

Absolutely! While Gilmont is a PCUSA ministry, our programs have an ecumenical outreach. We welcome and affirm diverse faith traditions, perspectives, and backgrounds.