

North Trail District Twilight Camp

June 7-11, 2010(Bears/Wolves/Webelos) June 9 -11, 2010(Tigers) 4:00 - 8:30 p.m.

- TO:** Boy Scouts and Venturers interested in serving as Den Chiefs, Junior Staff or Junior Helpers
- WHAT:** North Trail District Twilight Camp is an annual weeklong Cub Scout Camp held during the evening in the summer. It is five full evenings of activities such as Archery & BB guns.
- WHO:** We would invite boys and girls to assist us at Twilight Camp in one of the following roles.
- Junior Staff** Junior Staff must be at **least 14** years of age. All junior staff will assist the adult staff members in the area that they are assigned. They may need to change areas depending on the needs at that time and will assist as the Camp Director and Program Director ask them to assist.
- Junior Helpers** Junior Helpers are under 14. They are more restricted in the areas that they may work and are not considered by the state to be staff members. They will earn service hours for the time they assist.
- Den Chiefs** They will accompany the same pack/den that they serve as a den chief normally. They will either be considered Junior Staff or Junior Helpers depending on their age. They will earn service hours for the time that they are at camp.

All Junior Staff, Junior Helpers and den chiefs will receive red staff shirts and will earn service hours. They must be registered members of the Boy Scouts or Venturing programs.

- DATE:** June 7 - 11, 2010
- TIME:** You need to arrive no later than **3:30** each day. Certain staff members may need to arrive earlier depending on the amount of setup required for their role. Camp is from 4PM – 8:30 but you may be asked to stay until 9 to help clean up.
- WHERE:** Breckinridge Park, 3300 Brand Rd., Richardson See directions below.
- WEAR:** Camp T-shirt, shorts or pants, tennis shoes or hiking boots (NO open toed shoes of any kind), socks, bug spray, sunscreen. No Heelies.
- FEES:** There is no fee for Junior Staff, helpers or den chiefs. One t-shirt is provided. You may purchase additional t-shirts for \$10 each. Only **completed** registrations will be accepted. Please make checks for additional shirts payable to BSA, Circle Ten.
- REGISTER:** Submit the required registration forms to the home of Barbara Richer (Address is listed below) or turn them in at a staff meeting. This packet includes forms needed to register. You will also need to fill out the Volunteer information sheet. Register only one person per form. Registration forms are available on the web at **<http://www.northtrail.org>**

MEDICATION AT CAMP: If a staff member is bringing medication to camp, it should be in the original container and have the volunteer's name and specific dosage instructions. Please turn them in to the Camp medical officer. Asthma inhalers and Epi-pens may remain with the volunteer.

VOLUNTEERS: All volunteers (Staff, Adult Volunteers, JR Staff) must wear current camp t-shirt while at camp, attend a camp training session, and be trained in Youth Protection policies. For security reasons, persons not wearing a camp t-shirt will be escorted to headquarters to register their attendance.

Camp Director-John Meek, 469-844-3420, john.meek@gmail.com **Program Director**-Terri Groom 214-564-6349
Registrar- Barbara Richer 214-478-3972 barbara.richer@yahoo.com **District Executive**- Ron Frederich 214-902-6757
RFrederi@bsaemail.org
<http://www.northtrail.org>

Barbara Richer Attn: Twilight Camp 1512 Summertree Ct Richardson, TX 75082

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MEDICAL RELEASE FORMS: Texas State Day Camp and BSA regulations require that every person (adults & children) attending camp must complete a registration form and a Medical Release Form with actual immunization dates (month and year) and have it on file with the camp medical officer. Any registrations turned in without immunization dates on medical form will be returned as an incomplete registration.

PARKING: Staff cars may park in the parking lot at entrance C if there is room. Otherwise, park in the parking lot at entrance B and take the shuttle bus to entrance C.

Sign-in/Sign-out Procedure: Junior staff, helpers and den chiefs must sign in and out each day at the registration table. This is how service hours are tracked and attendance is kept for staff.

You are a role model for the younger boys. Please keep this in mind. Shirts are to be tucked in. You must be willing to accept the assignment you are given. We will attempt to place you in an area you prefer but that isn't always possible. Keep in mind that Monday is Archery and BB gun safety day and it is quite likely that most of the junior staff assigned to those areas will be asked to work in other areas for that day only.

TWILIGHT CAMP JUNIOR STAFF TRAINING

You must attend one of these sessions in order to be a Junior Staff or Junior Helper volunteer. Training is not mandatory for den chiefs. If you cannot attend either date you must contact the camp director. We will not allow you to staff if you are not trained but we will attempt to make alternate training arrangements available especially if multiple boys have a conflict with the dates that are chosen.

The training class dates are:

Saturday, May 8 from 6pm to 7pm – Breckenridge Park, meet at the pavilions at Entrance C

Saturday, May 22 from 1pm to 2pm – Breckenridge Park, meet at the pavilions at Entrance C

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Directions from 75 / Renner

Take Renner east to Brand Rd

Turn right on Brand Rd.

Staff cars may park in the parking lot at entrance C if there is room. Otherwise, park in the parking lot at entrance B and take the shuttle bus to entrance C.



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JUNIOR STAFF, JUNIOR HELPER, DEN CHIEF VOLUNTEER

Troop/Crew# _____ Age _____ (as of 6/7/10) Junior Staff/ Junior Helper/ Den Chief (Circle One)

Name: _____

Address: _____

City: _____ Zip: _____ Cell Phone: _____

Date of Birth: _____ Parent's Email: _____

Parent or Guardian Name _____ Phone: _____

Emergency contact name _____ Phone: _____
Someone other than parent.

Who will pick Volunteer up? _____ Phone: _____

Current CPR Card ? Yes / No Expiration Date: _____

Preferred area to staff _____

T-shirt Size(indicate # of each size): Youth Medium ___ Youth Large ___ Adult Small___ Adult Medium___
Adult Large___ Adult X-Large ___ Adult XX-Large___ Adult XXX-Large___ Other _____

I will be available to assist at Twilight Camp: All Week___ Mon___ Tue___ Wed___ Thu___ Fri___
I will attend camp training on: Saturday, May 8 (6 to 7PM)___ OR Saturday May 22 (1 to 2PM)___

All Junior Staff (14 or older) must have taken the online Youth Protection Training. It is available at <http://www.olc.scouting.org/>. Click on the General tab and take **Youth Protection Training**. Afterwards you should choose View Certificate and then print your certificate of completion of Youth Protection Training.

Day Camp Volunteer Agreement

Your signature on this form indicates your acceptance of the following terms:

- You are currently a registered member of the Boy Scouts of America.
- You will accept any assignment by the Camp Director or Program Director
- You will attend one of the camp staff training sessions (dates and location TBD)
- You will refrain from use of alcoholic beverages, drugs or narcotics, and tobacco.
- You agree to adhere to the BSA Youth Protection policies and guidelines.
- Your service may be terminated at any time for unsatisfactory performance or violation of the staff guidelines
- You will be in proper uniform at all times. All persons on site must wear camp t-shirt.
- You have received a written position description.
- I have read and understand this agreement.

Junior Staff/Helper/den chief Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Registration Checklist.

- Registration and Letter of Agreement (This Form)
- ____ Volunteer Information Sheet (required for all Staff 14 and up)
- ____ Class 1 Medical form **with immunization dates** (must have month and year)
- ____ Printout of Youth Protection certificate (required for 14 and up)
- ____ Fees **(\$0.00 /\$10 for each additional shirt)**. Please make checks out to **BSA Circle 10**

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Please submit this form, along with the other required forms to Barbara Richer (see address below). For further information, see <http://www.northtrail.org>, contact Barbara Richer at 214-478-3972 or barbara.richer@yahoo.com

North Trail Twilight Camp Position Descriptions

Camp Director	The camp director is at least 21 years of age and has completed National Camp School training in Day Camp Administration. The camp director is responsible for the operations of the camp.
Program Director	The program director is at least 21 years of age and has completed National Camp School training in Day Camp Administration or program. The program director is responsible for the program offered by the areas.
BB gun Range Officer	The BB gun range officers are responsible for the safe operation of their BB gun range. They work with the shooting sport staff and junior staff assigned to their area.
Archery Range Officer	The Archery range officer is responsible for the safe operation of the archery range and works with the shooting support staff and junior staff assigned to that area.
Shooting Sport Staff	The staff in the shooting sport areas (archery/BB guns) works under the supervision of the range officer to provide for safe operation of the range. Siblings are not to participate in shooting sports.
Program Leads	The program leads work with the Program Director to plan their program and prepare the staff of that area to present the program.
Program Staff	The program staff will ensure that the program offered by their area is presented in a safe and enjoyable manner. Siblings are not to participate in the program.
Support Staff	The support staff help in many different ways including setup and teardown, delivery of supplies and making sure that the water and ice is kept supplied.
Registration Staff	The Registrar and registration staff are responsible for registering the scouts and Walking Den Leaders and ensuring that all necessary paperwork (applications, medical forms, Volunteer Information Sheets, Youth Protection printouts) are collected. They ensure that the sex offender checks have been completed. They handle t-shirts and the distribution of name tags/beads and attendance sheets on a daily basis.
Junior Staff	Junior Staff must be at least 14 years of age. All junior staff will assist the adult staff members in the area that they are assigned. They may need to change areas depending on the needs at that time and will assist as the Camp Director and Program Director as them to assist.
Junior Helpers	Junior Helpers are under 14. They are more restricted in the areas that they may work and are not considered by the state to be staff members. They will earn service hours for the time they assist.
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ALL Junior Staff, Junior Helpers and Den Chiefs will sign in and out at the Registration desk each day.

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