

# **Faculty info for Oil Belt Camp** *(please mail to all faculty)* **2012**

Welcome to Camp and thank you for giving your service to Jesus through the ministry of Oil Belt Christian Service Camp. Here are some expectations and information that will help you effectively minister while at camp.

- Faculty members must be active Christians in their local congregations. All faculty are responsible to the dean.
- Faculty members must have read and agreed to comply with Oil Belt's Child Abuse Protection Policy. (online)
- All Volunteers must fill out a current Ministry Application to be approved as camp faculty by the Dean and Camp Management. This can be found online ([www.oilbelt.com](http://www.oilbelt.com)).
- At least 2 adults must be present in all dorm areas any time that campers are in the dorm.
- A camper shall not be deprived of food or sleep or be placed alone without staff supervision, observation, and interaction, or be subjected to ridicule, threat, corporal punishment, or excessive physical exercise. No physical restraints shall be used to confine a child except if it involves trying to prevent a child from hurting themselves or others.
- Guard against sexual abuse and allegations by only counseling campers in front of the chapel and office, in view of other faculty. If it is necessary to counsel after hours, the faculty member must receive permission from the Dean. Such counseling should be wrapped up as quickly as possible and then taken up again the next day. All counseling at night must be done with the knowledge of another faculty member and in an area visible to other faculty. Any counseling after hours must be done in the dining hall.
- Faculty need to participate with the campers in all scheduled activities, whether or not you are directly responsible for the activity. **Oil Belt Camp's goal is to make disciples of Jesus Christ through the teaching of God's Word. To accomplish this, you must spend as much time as possible with the campers.**
- No faculty or campers are permitted to leave the campgrounds without the permission of the Dean and following the "check-out" procedure. **Please note there are only a few appropriate reasons requiring your need to leave the campground.**
- No one should be in the cafeteria/kitchen unless they are working. Please keep all food service equipment in the kitchen/cafeteria area. Any food left for faculty will be taken to the faculty lounge. The food and drinks in the kitchen area are NOT for faculty unless directly invited by the Head Cook.
- The use of drugs- alcohol, tobacco, illegal medications is strictly prohibited at any time. Any medication prescribed by a physician must be turned in to the camp nurse.
- Faculty members are expected to participate alongside the campers in every activity and keep the same schedule. All High School faculty and adolescent helpers have a "one hour past lights out" curfew.
- Please keep the Conference Room/Faculty Lounge clean and presentable at all times. Please pick up after yourselves daily. Each afternoon, our volunteer cooks also use that room, as a clean comfortable place to rest. The faculty lounge is not to be used as a nursery. Instead, please use the dorm lobbies for child care.
- All faculty should be aware that the canteen is operated on a "pay as you eat" basis. No one should be in the canteen, except by invitation by the camp manager.
- The recreation director is responsible for all athletic equipment. Please keep it organized in the room beside the canteen.
- No faculty member is to have campers in their own vehicles without permission from the camp manager. Please park your vehicles in dorm parking lots allowing for space next to the cafeteria for daily volunteers.

- Faculty members are also expected to abide by the camp dress code. See camp brochure for specifics.
- Please have all lessons and responsibilities prepared well in advance. Follow the graded curriculum and contact the Dean with any questions. The camp office does have a copier for your use, but it also has other business that uses the equipment. It helps to have all copies run **BEFORE** the camp session.
- Please try to spread out among the campers during meal times, in the dorms, and during worship/teaching times. Please make an effort not to sit by yourselves. We want the campers to see that teaching times are important. The camp needs your help in giving oversight and building relationships with the campers.
- Camp Nurses need to arrive at camp before camp registration in order to talk with the parents of campers with medical concerns and acquaint yourself with the specific needs of the campers.
- All other faculty need to arrive before campers arrive, for supervision.
- The Flora City Pool wants all camp swimmers (including faculty and families) to stay the entire swimming period. Please make every effort to go to the pool and stay the entire time with the campers. **They need your influence and the week needs your involvement.**
- All faculty movies (including families) need to be rated G.
- Visiting time has restrictions and visitors should not interrupt the camp schedule or take campers away from any activities. **Visiting at times may not be allowed. PLEASE CALL to confirm before visiting.** Some evenings are not open for visitors. All visitors need to leave immediately following the evening service so as not to interfere with the camper's programming.
- If you have families or friends who are not staying on camp grounds or directly helping with the week of camp, please make a donation in the kitchen for the meals eaten. Suggested donations \$3 per person. To ensure campers have enough food, all visitors are to be at the end of the food line.
- Campers sign-out sheets need to be kept in Dorms and managed by Dorm Parents. We need to keep all camper's 'coming and going' on these sheets. Only the faculty need to use the sign-out in the camp office.

### SUMMER CAMP RULES

- Everyone will conform to the camp schedule.
- No one active in camp activities (camper/faculty) will be allowed to leave the grounds without expressed permission from the Dean. Campers are to sign in and out with dorm mom/dad when leaving the grounds and upon returning.
- The use of tobacco, alcohol, or any controlled drug is forbidden on the camp! **NO EXCEPTIONS!!** Visitors must adhere to this as well. All medications are to be given to the Camp Nurse.
- Campers are not to be in the dorm during planned activities unless given special permission and then only with direct supervision.
- No pets, iPods, MP3 players, cell phones, magazines, video games, guns, etc. are allowed during the week of camp. We are here to get away from the influence of the world and to set our minds and hearts on God and His Word!
- Phone calls are only to be made after expressed permission from the Camp Dean.
- Sickness or injury must be reported to the camp nurse.
- Snacks/food of any kind are not to be taken into the dorms or they will be confiscated by dorm parents.
- Campers or faculty are not to ride on camp equipment (like mowers, golf cart etc.) without special permission from management.
- No one shall leave the dorms at night except for emergencies. A faculty member should accompany a camper if he/she has to leave the dorm.
- Writing on or defacing camp buildings or property will not be allowed. Campers or parents will be held financially responsible for any vandalism or intentional damages to camp equipment.
- No one is allowed in the dorms of the opposite gender with the exception of the dorm lobbies and then only supervised by faculty.
- Cars belonging to campers are to remain locked and unoccupied until camp session dismisses and their keys **MUST** be turned into the office. Prior arrangements may be made thru parents contacting dean or camp office.
- Management reserves the right to dismiss any camper or faculty for undesirable conduct.
- Appropriate clothing including shirts and shoes must be worn at all times except by special permission from the dean.