

Fusion Camp Volunteer Registration and Training

- All volunteers that will be attending with your church will need to apply as staff online.
- We have included a volunteer application instruction sheet that will take them through the steps to do so.
- **PLEASE ONLY HAND OUT INSTRUCTION SHEETS TO THOSE YOU ARE SURE YOU WANT TO COME AS THERE WILL BE NO INTERVIEW PROCESS.**

Fusion Counselor Volunteer Instruction Sheet

To Register to Be a Volunteer Counselor you must follow the instructions below to fill out the online application.

To Get to Application:

1. Go to www.asburyhills.org
2. Click on Employment
3. Click Here to Download Employment Application
4. Click Create New Account: Then Create it
5. Click AH Summer Camp Staff Application
6. Click Next

To Fill out Application (Everything with a red star is REQUIRED)

*The following are notes for certain parts of the application

1. Church Membership: should read like below
 - a. *(Church Name, Fusion Camp Volunteer Counselor)*
2. Date Can Work: put dates of camp week
3. Position Preferences: Check Counselor for all three choices
4. Answer All Questions
5. DL REQUIRED for Background check
6. References REQUIRED: Please have one of your references be the children's/youth leader who has chosen you for this position. You may put them under any of the three categories.
7. Answer All Questions: If you click No, write N/A in the required field below it as well
8. Sign & Date

Volunteer Training

PRE-CAMP STAFF TRAINING

Your staff must have 24 instructional hours of training, at a minimum. Five of these hours will be fulfilled at the **required** Volunteer Staff Training session. This training will be done on site to familiarize staff with the site, its features and emergency procedures. Properly trained and prepared staff are essential if camp is to run smoothly and safely. Training will involve the following elements:

1. A **full day** at Asbury Hills. This training will be held on the Saturday prior to your event. There will be four primary objectives of this time together:
 - (1) Become comfortable with the site.
 - (2) Practice activities that we plan to do during camp.
 - (3) Develop a "team" feeling among staff.
 - (4) Begin to develop a working relationship between the staff and the site staff.

2. Pre-Camp Preparation at Asbury Hills. Volunteers need to arrive by noon on the start day of camp. During this time, our primary tasks will be:
 - (1) Get volunteer staff settled and acclimated to the site prior to the arrival of the campers. This is important since the campers will sense if the staff is unsettled and unsure of what they are doing.
 - (2) Review cabin assignments, group assignments and task assignments.
 - (3) Go over the roster. Make plans to respond to campers with special needs.
 - (4) Put the finishing touches on the schedule and individual responsibilities. Make certain that the camp director and you are "on the same page."
 - (5) Work with the director to plan for the details and logistics of the camper registration process.
 - (6) Review Camper and counselor booklets

OTHER WAYS TO OBTAIN REQUIRED TRAINING HOURS IN ADDITION TO THE ABOVE REQUIRED TRAINING:

- ❖ Staff planning meetings leading up to camp
- ❖ CPR/First Aid training
- ❖ Christian Education training (in local church, district or conference)
- ❖ Safe Sanctuary training
- ❖ Professional training (as teacher, social worker, child development, etc.)

2010 Volunteer Camp Staff Training (held on the Saturday prior to your event)

10:00am Welcome/ Introductions

Goal Setting for day; for summer camp

Focus

Statement of Mission

Scripture focus

-individual and group sharing

Policy Review

- ❖ Staff needs
- ❖ Review Policies
- ❖ Provide Overview of Health Procedures
- ❖ Review Missing Home
- ❖ Discipline

11:30am Camp Tour

12:00pm Lunch

12:45pm Back pocket games

(Finish any policies not finished before lunch)

2010 Daily Themes and Scripture
Faith Sharing Exercise

3:00pm Closing worship / prayers

Fusion Camp Camper Registration

Registering for a Fusion Camp camper is the same as registering a camper for any other camp.

- Camper Register Online
 - Individual Camper
 - Be Sure to Include Full Church Name
- Tracking Your Campers
 - Contact the site at 8664.836.3711, ask to speak to the program manager.
Let him know you would like to be added to the Church Fusion List.
 - Will run report weekly of camper names registered for camp
 - Will email to Fusion leader weekly
 - This will allow for leaders to closely monitor their counselor needs