



*Heartland America Region*  
Church of God of Prophecy

*Striving For Excellence In Camping Ministries*

# Camp Manual

*Building Christian character in young people through evangelism, fellowship, teaching,  
and enjoyment in an environment without distraction.*

Heartland America Camping Ministries

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Arkansas

Kansas

Missouri

Oklahoma



## FIRST THINGS FIRST

We believe that Youth Camp is one of the most important components of ministry in the Church of God of Prophecy. As such, it should be high on the list of things for which we should be praying. So, let's start here—long before we step on our campgrounds:

- Be in Prayer WELL before camp starts!
- Pray for those who need to be there.
- Pray for those who will be there.
- Pray for tenderhearted youth/children.
- Pray for Gifts of the Spirit to be manifested.
- Pray for unity.
- Pray for selflessness.
- Pray for inspiration.
- Pray for a servant's heart.
- Pray to see with spiritual eyes.
- Pray to see the fallen restored.
- Pray that God will give direction.
- Pray for crisis situations (relationships, addictions, etc.).
- Pray for salvation.
- Pray for sanctification.
- Pray for baptism of the Holy Ghost.
- Pray for the calling into ministry.
- Pray for healing.
- Pray that hearts would be set on fire for the cause of the Gospel.
- Pray for anointing for teachers, preachers and worship team.
- Pray that God will use each staff person.
- Pray for protection during all activities.

**THEN:**

Thank God in advance for answering our prayers!



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## Section 1

**ACKNOWLEDGEMENTS**

We acknowledge first of all our great Creator, the Builder and Sustainer of all things. It is with hearts of gratitude that we recognize the unspeakable honor of participating in the life-giving camping ministries of the Church of God of Prophecy. We also want to acknowledge the work of those who have gone before this generation, the pioneers of the camping ministries. With little or no resources, and without training (for there was no one who had passed this way before) they gave of themselves in a tireless effort to offer the love of Christ to youth and children in a setting that was unique. Most of the camping facilities that we utilize today only slightly resemble the accommodations that were offered to the first staff and campers. Through their work and sacrifice, we are able to enjoy what we know today as Youth Camp.

The states of Arkansas, Kansas, Missouri, and Oklahoma are especially blessed, for the Youth Camp ministry was literally birthed here, with only a few other areas of the United States participating in this powerful, life-changing ministry at the time of its inclusion in the ministries of the Church of God of Prophecy. The men, women, pastors, and laity who worked in and supported youth camp paved the way for what we know and enjoy as a part of the over-all ministry of our churches. Having experienced youth camp at the age of 12, and then serving as a Counselor, Camp Director, and Camp Coordinator for several years, I can truly say first hand, "**Youth Camp works!**"

The theme we have adopted has certainly been the focus of the camping ministry from its beginnings:

***"The purpose of Youth Camp is to build Christian character in young people through evangelism, fellowship, teaching, and enjoyment without distraction."***

I want to express my personal appreciation to all those who are currently serving as the leadership in this powerful ministry. I see no less drive and determination in these men and women than I observed as a camper in those who led, and directed the camps of my day. The faces and accommodations have changed. Culture and society have undergone great transitions. Yet, the heartbeat of youth camp is still loud and clear, sounding out the same message. "**God loves you, and has a wonderful plan for your life!**" When the world crumbles around them, the truth that God still loves, cares for them, and sustains them, will keep the once young strong in their old age.

I also want to say thanks to the contributors of this manual. I cannot list them all, but there have been a number of individuals that invested many hours to bring together the content into the form that we have to present in this manual. We are fully aware of the fact that what we are putting forth in these policies and procedures of our camping ministry is, and must be, a dynamic work. It will be added to, adjusted, and refined to meet the every expanding needs of our camping ministries. I do sincerely appreciate those who have helped us at the Regional Office to produce this manual, including our awesome office staff.

Lastly, I do want to acknowledge that very little in the manual is original material. We are stating practices and procedures established many years ago in order to have a foundation on which we could sustain and achieve our purposes. We gleaned from some of our former manuals, as well as other successful camping programs. We adapted some of the policies stated in the "*Child, Youth, and Worker Protection Policy*" published by our International Children's Ministry Department. We are, of necessity, having to include information on legal issues because of our fallen and hurting world. This statement is ever true: "**Newly revealed truth is good only if it's old.**" The ageless concepts of common sense, fair treatment of everyone, and simple courtesies are at the foundation of Youth Camp. The undergirding element of Youth Camp, however, is as old as the foundations of the world: "*God so loved the world that He gave His only Son, that whosoever believes in Him will not perish, but will have everlasting life.*" (John 3:16) God loves children and youth as incomplete as they may be at the time - AND THAT'S THE TRUTH!

It is my extreme pleasure and honor to be involved in this effort today. I wholeheartedly support the statement on the cover of this manual, "*Striving For Excellence In Camping Ministries.*" I believe you are reading this Camp Manual because you agree with that very concept.

Thank you for being a part of one of the greatest ministries of all time – YOUTH CAMP!

Heartland America Regional Overseer



**One hundred years from now it won't really matter what kind of house you lived in or what kind of car you drove, how much money you had in the bank or how you looked in the clothes you wore. But, the world will be a better place because you were important in the life of a child!**

**Section 2****YOUTH CAMP FACTS**

To fully appreciate the value of Youth Camp, and to make the most of it, it must not be seen as a one-week experience where teenagers can have fun (although this is very important); but instead be seen in the light of the overall objectives as noted below.

**The Fact Of Opportunity:**

- Youth Camp is not an end in itself, or an annual diversion for youth to have something to do during the summer. It is rather a beginning of what will be, hopefully, a lifetime commitment and journey with God. Youth Camp is a place where youth hear the Word of God proclaimed by other youth like themselves in a environment of fun and excitement where they do not experience any form of their everyday pressures.
- Youth Camp is the venue for youth to form and build friendship with one another through sports and games, fellowship, and worship. It is an opportunity for them to share their ideas and experiences and entertain one another in a wholesome environment, where Christian values are talked about, and are actively practiced. It is a place where youth will be stimulated and encouraged to develop their gifts and potentials for leadership, as they are exposed to other youth who are actively involved in service.

**The Fact Of Challenge:**

- Many of the youth will come due to the encouragement and/or pressure from their parents or friends. Because of this, the staff will need to facilitate the enjoyment of every activity, and let them feel comfortable and welcomed.
- The participants will be meeting a lot of people for the first time. Most youth act naturally and openly in the company of friends, but take a while to warm up to new faces. This is what makes their first impression so important. Warm & friendly greetings and invitations like, "let's go see your cabin," are essential ingredients in making a camper feel wanted, comfortable, and safe.
- Some youth may be difficult to handle. The young people coming to camp come from diverse backgrounds. Rebellion and resentment often reside in the hearts of some youth. Understanding and patience will be key ingredients in breaking through walls in the lives of these youth. Our Youth Camp Staff Team must come up with activities that appeal to youth that will allow them to participate, as seeds of spiritual commitment are planted. It is the start of our way of introducing Christ to them. We will also have some wonderfully committed youth that require, and deserve equal attention, as they need more seeds of God's love and great plan for their life planted deeply in their hearts and minds.

**The Fact of Truth**

- Youth Camp is not the end, but the beginning of a life long journey with God. Seeds planted in camp will grow in their perfect time according to the will of God for our youth. Let us not be frustrated if we don't get the expected outcome, and commitment we want from them, as long as we know that we tried our best to introduce them to personally experience God's love all throughout the camp.



## Section 3 YOUTH CAMP GOALS & OBJECTIVES

### Program Goals

Campers will participate in a range of enjoyable summer adventures designed to foster social interaction, facilitate personal growth, develop educational and recreational skills, and the discovery of the plan and purpose God has for their lives. We want to provide a fun, life-building experience. Realizing that some campers have never seen the true love of Christ displayed, we want our plans, programs, and personal witnesses to represent Christ well. The end goal is that we fulfill the Great Commission by “making disciples,” and teaching the “all things” of the Gospel of Jesus Christ that includes love, grace, forgiveness, and purpose for living.

### Program Objectives

A number of objectives have been developed to provide direction to the overall program effort. We want to provide well rounded avenues for daily leisure pursuits leading to physical, social, psychological and spiritual well-being. These have been stated in terms of following five categories:

#### **Social**

- To create opportunities for individuals to work with others in a group and to develop a sense of belonging to the group.
- To provide opportunity to practice cooperative living skills.
- To promote and foster social interaction between leaders and peers leading to a positive sense of self-worth.

#### **Personal**

- To foster a climate in which individual creativity and imagination are emphasized.
- To develop resourcefulness, inner satisfaction, personal worth and self-dignity.
- To encourage responsibility, qualities of leadership and awareness of the need of others.

#### **Educational**

- To provide an opportunity for youth to appreciate and conserve natural resources.
- To provide youth with knowledge and skills that can be utilized in future camping experiences.

#### **Recreational**

- To promote the development and acquisition of lifelong leisure skills.
- To provide new experiences by introducing a variety of recreational pursuits.

#### **Prime Directive – Spiritual (For the Camper)**

- Witness the life changing influence of the Holy Spirit by observing the actions, reactions, and values of camp leaders and camp peers.
- Experience, and deepen a personal relationship with Jesus Christ.
- Experience the indwelling power, comfort, and influence of the Holy Spirit.
- Discover the need for the pursuit of their life purpose as Disciples and Believers.
- Attain basic skills of communicating their faith.

#### **Prime Directive – Spiritual (For the Staff)**

- To fulfill the personal call of God to “make disciples.”
- Exercise and develop the gifting God has planted in their lives, which brings fulfillment, and satisfaction knowing that God is well pleased with our effort and contribution to the Camping Ministry.



## Section 4 CAMP LEADERSHIP STRUCTURE

**NOTE:** This is only a suggested leadership format. Due to our diversity, and location differences, allowances for adjustments in the structure is permitted.

This model provides two additional major leadership positions:

- \* Camp Pastors
- \* Assistant Camp Directors

Note brief job descriptions for these two new staff positions below.

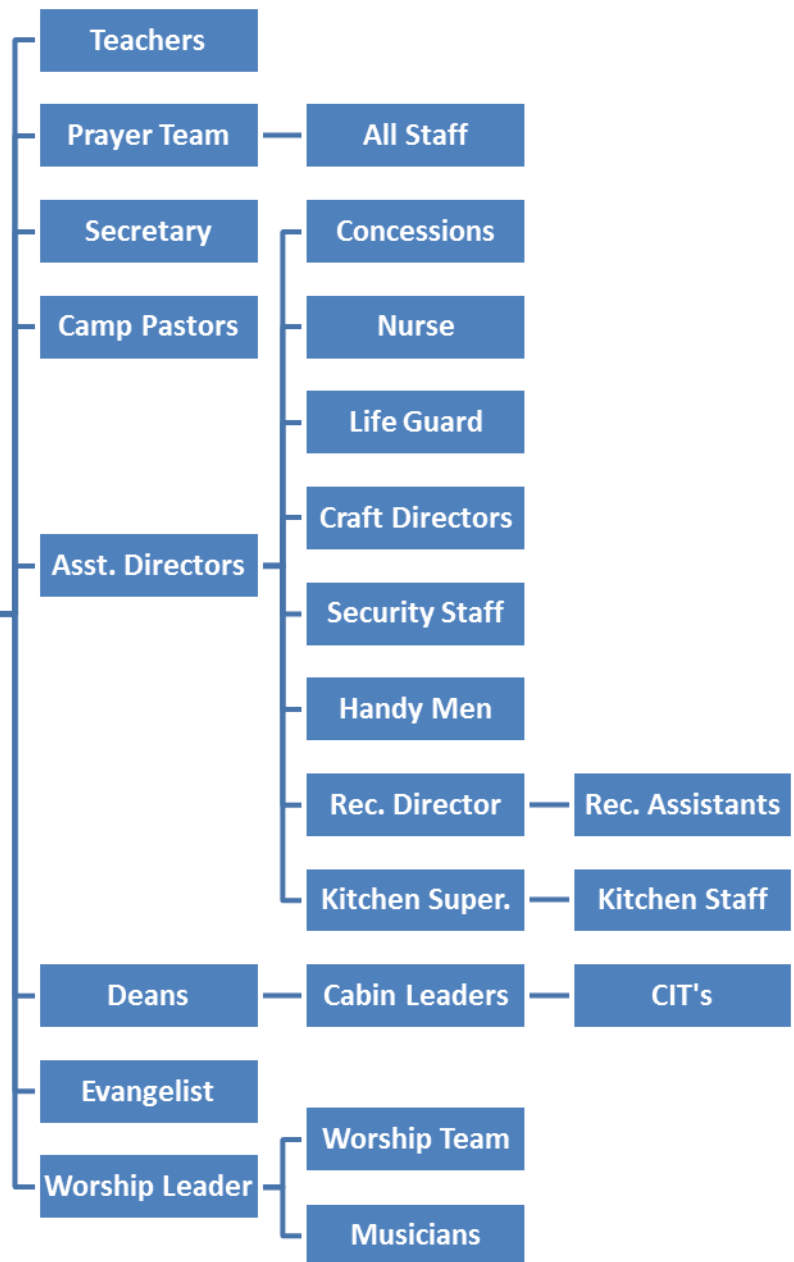


### Youth Camp Pastors:

This husband and wife team will provide spiritual oversight for the entire camp, including all staff and campers. Their sole purpose for being present is to be observant of any particular need in camp. They may be called on to assist in functional areas, but they will spend the bulk of their time mingling, and showing love for the staff and campers alike.

### Youth Camp Assistant Directors:

As the flow chart suggests, the Assistant Directors will oversee and provide leadership for the “functional” areas of camp. This frees up the Camp Directors to focus on more of the spiritual aspects of camp. This position allows for a sharing of responsibilities of “making camp happen,” and gives strength to our desire to prepare future, experienced leadership.



### Youth Camp Staff Dynamics

The format above is only a template for developing a Camp Staff Leadership. Each of our individual camps have a number of areas that are the same, such as Goals, Purposes, and Operations Policies. We also understand that our camps have individual components that can take a different shape according to the particular camp environment.

With this in mind, we understand, and encourage individuality in areas of leadership structure as long as it follows the basic concepts of a well-rounded operation plan. Thus, we expect our leadership structure to be dynamic in nature, ever changing to achieve our Youth Camp Prime Directive.



**Section 5****STAFF APPLICATION POLICY**

The following procedures will be required for each camp year. The forms and steps below must be properly completed before anyone can serve in a staff position in Youth Camp.

- **Camp Staff Application & Statement of Camp Policies**  
These forms must be completed and submitted according to each Camp Director's preference.
- **Affidavit of Good Moral Behavior**  
This form must accompany the Staff Application submitted to the Camp Director.
- **Pastor's Recommendation**
  - (a) Part 1 of this form is completed by Staff Applicant.
  - (b) Part 2 is completed by the pastor and sent directly to the Camp Director. These forms are kept in a personal file along with the above forms, and are held in confidence.
- **Approval to Serve**  
The Director will note their approval on the Staff Application, and notify the Staff Applicant in writing (email, etc.) whether or not they have been approved to serve in camp.

**Section 6****STAFF QUALIFICATIONS**

- Camp staff members should be Believers, with a personal witness of being born again, and seeking a deeper spiritual walk with the Lord.
- Staff members working directly with youth including Deans, Cabin Leaders, CIT's (Cabin Leaders in Training), and others making up the Prayer Team, should be able to present the basic plan of salvation, as explained in **Page 12, Section 9**, The Road To Salvation.
- Prior experience working with youth/children is preferred.
- Age requirements to supervise youth in ministry sessions, or Cabin oversight:
  - Senior Camp - Age 20
  - Intermediate and Junior - Age 18
  - Ages for CIT's will be approved on a case-by-case basis by the Camp Directors.
  - Exceptions are allowed if approved by Camp Directors and Camp Coordinator.
- Completion of the required training procedures set for each year before camps begin.
- Sign and Date the **Camp Covenant**. (**Page 24, Section 16**)



## Section 7 GENERAL EXPECTATION & INSTRUCTIONS

In addition to the various specific tasks assigned to each staff member, there are certain expectations and opportunities that are expected of all staff - regardless of their particular assigned duties.

### Functional

- Once you arrive on the campground, do not leave without the Director's permission. If personal vehicles are driven to the campground, they must be parked in the designated area(s), and parked in a way that backing up is not necessary in case a quick exit is needed.
- **Paramount Expectation:** Staff members are on duty at ALL TIMES. If you have free time, do not abuse it. If there is a need fill it, being careful not to overstep another's positional authority. Simply – Lend a hand when needed.
- Respect the campground. Assist in the upkeep of the grounds, buildings and equipment. Ensure things are clean, in place and workable at all times. Remove or report any hazard that could jeopardize the safety of a camper or staff member.
- All Staff members should familiarize themselves with all emergency procedures as explained in **Page 18, Section 14.**
- Positive critique, ideas, and suggestions for camp operations are welcome when presented in the proper arena. If you have a suggestion, or complaint, make sure you are willing to be a part of the solution before you speak it privately or publicly.
- Staff will not engage in public displays of affection (kissing, hugging, etc.) while in camp.

### Relational

Discipline problems concerning campers should be dealt with in accordance with the Staff Leadership Flow Chart (**Page 8, Section 4**) Report major camper behavioral issues to the Dean(s); then, if necessary, the Directors will become involved. When something does arise requiring your action:

- Stay calm. Get the facts first. Control your temper.
- Be consistent—Be fair, firm and friendly.
- Never hit a child! Corporal punishment (spanking, grabbing, shaking, etc.) will not be used by anyone at the camp. Physical restraint will be used only when reasonably necessary to prevent harm to the restrained camper or to others.
- Avoid the use of: accusation, criticism, blame, shame, sarcasm, embarrassment, and other forms of negative discipline.
- Maintain enthusiasm, a sense of humor, patience and self-control.
- Demonstrate a well-developed sense of responsibility, good judgment and common sense.
- Do not label campers, or anyone else, in private or public conversation. (i.e. the fat kid, the gay kid, the ugly kid, etc.) It is bullying, it is not appropriate and it will not be tolerated. Never make jokes, or ridicule, at the expense of a camper.

### Spiritual

- Respect for the Lord is evident in your respect of others and yourself. Be of good character and integrity at all times.
- Build relationships. Campers realize they are important when the staff shows interest in spending time with them. Close relationships with other staff is also important and strengthens our ministry efforts. Ensure that you are spending time doing both. Hanging out with the other staff members is relaxing and fun. Hanging out with the campers leaves an eternal impact on their lives! All great relationships have, as their main ingredient, a mutual compassion for God.

**Section 8****YOUTH CAMP PRIME DIRECTIVE**

**DEFINITION OF PRIME DIRECTIVE:** “An order or mission which presents the overriding control over a course of action; the most prominent guiding principle”

**Camp Prime Directive – For the Camper**

- Witness the life changing influence of the Holy Spirit by observing the actions, reactions, and values of camp leaders and camp peers.
- Experience, and deepen a personal relationship with Jesus Christ.
- Experience the indwelling power, comfort, and influence of the Holy Spirit.
- Discover the need for the pursuit of their life purpose as Disciples and Believers.
- Attain basic skills of communicating their faith.

**Camp Prime Directive – For the Staff**

- To fulfill the personal call of God to “make disciples.”
- Exercise and develop the gifting God has planted in their lives, which brings fulfillment, and satisfaction knowing that God is well pleased with our effort and contribution to the Camping Ministry

**Camp Prime Directive In Action**

- **Be prepared to minister to campers throughout the day.** All staff, especially the Cabin Leaders CIT’s, deans, teachers, & other staff, should ready themselves to lead campers to the Lord. (Camp Directors will install a planned time for open instruction and discussions on WHY we need salvation, HOW to receive it, and a PLAN to retain those blessings.) The evening, evangelistic service is the prime time for this to take place. Never leave a single camper in the altar alone. Use wisdom, in kneeling along the side, and quietly ask, “*How can I help you pray?*” or, “*Would you like me to help you accept the Lord as your Savior?*” There is, of course, many other areas that a child or youth might need your help in prayer. Talk clearly and sincerely. They will respond as the Holy Spirit has prepared their hearts to receive instruction.

**Prime Objective In Function**

- Special planning, preparation, and prayer should be into the major worship, presenting the Word, and prayer sessions. Youth obviously respond to lively, spirited, and even sacred (slow) worship. Have PLENTY of those ingredients. CAUTION: Be keenly aware that the campers have spend a long day playing, and participating in the days activities, and they will be tired. We believe in powerful worship, we also believe that powerful worship must be reinforced by clearly spoken words deeply engrained with God’s Word. Be keenly aware that youth can recognize “Hype” from that which is “Meaningful.” Lively worship, and a well prepared Word from the Bible is incomplete without the giving the campers an opportunity to experience the meaning of worship, and the powerful truths of the Word—lead them to a place of prayer.

**We believe it is not too much ask that each staff member, especially those who work closely with the campers, to commit to memory the following scriptures, application, and the desired response in order to lead them to Christ as listed in the Road To Salvation Section.**

(These should be committed to memory. However, the outline can be placed on a card, or better yet, read the verses from the Bible—That’s GOD speaking.)



## Section 9

## ROAD TO SALVATION

**Romans 3:23** *"For all have sinned, and come short of the glory of God."*

**Application:** We all have sin in our hearts. We all were born with sin. We were born under the power of sin's control.

**Instruction:** - *Admit that you are a sinner.*

**Romans 6:23a** *"For the wages of sin is death..."*

**Application:** Sin has an ending. It results in death. We all face physical death, which is a result of sin. But a worse death is spiritual death that alienates us from God, and will last for all eternity. The Bible teaches that there is a place called the Lake of Fire where lost people will be in torment forever. It is the place where people who are spiritually dead will remain.

**Instruction:** *"Understand that you deserve death for your sin."*

**Romans 6:23b** *"...but the gift of God is eternal life through Jesus Christ our Lord."*

**Application:** Salvation is a free gift from God to you! You can't earn this gift, but you must reach out and receive it.

**Instruction:** *Ask God to forgive you and save you.*

**Romans 5:8**, *"But God commendeth his love toward us, in that, while we were yet sinners, Christ died for us."*

**Application:** When Jesus died on the cross He paid sin's penalty. He paid the price for all sin, and when He took all the sins of the world on Himself on the cross, He bought us out of slavery to sin and death! The only condition is that we believe in Him and what He has done for us, understanding that we are now joined with Him, and that He is our life. He did all this because He loved us and gave Himself for us!

**Instruction:** - *Give your life to God... His love poured out in Jesus on the cross is your only hope to have forgiveness and change. His love bought you out of being a slave to sin. His love is what saves you. God loves you!*

**Romans 10:13** *"For whosoever shall call upon the name of the Lord shall be saved."*

**Application:** That means anyone, without any prior preparation, can do that!

**Instruction:** *Call out to God in the name of Jesus!*

**Romans 10:9,10** *"That if thou shalt confess with thy mouth the Lord Jesus, and shalt believe in your heart that God has raised him from the dead, thou shalt be saved. For with the heart man believes unto righteousness; and with the mouth confession is made unto salvation."*

**Application:** You must make that confession for yourself, and believe with all your heart that Jesus was really crucified, died, and was resurrected from the dead.

**Instruction:** *If you know that God is knocking on your heart's door, ask Him to come into your heart.*

**Revelation 3:20a** *"Behold, I stand at the door, and knock: if any man hear my voice, and open the door, I will come in to him, and will fellowship with him, and he with me."*

**Instruction:** *Is Jesus knocking on your heart's door? Ask Him to come in to your heart by faith, and ask Him to reveal Himself to you.*

**Sinner's prayer:** Dear Lord Jesus, I know that I am a sinner, and I ask for Your forgiveness. I believe You died for my sins and rose from the dead. I turn from my sins and invite You to come into my heart and life. I want to trust and follow You as my Lord and Savior. In Your Name. Amen.



## Section 10

**SCRIPTURE REFERENCE TOPICS**

- All have sinned and are in need of a Savior (John 3:18; Romans 3:9-12; 1 John 1:8-10)
- Christ died to save sinners (Matt 20:28, 26:26-28; Mark 10:45, 14:22; John 1:29, 3:16-17)
- We are saved through faith, not works (John 3:16-18, 36; 11:25; Romans 3:20; Galatians 2:15-16; 3:11; Ephesians 2:8-9)
- Punishment awaits the wicked (John 3:36; Romans 6:23; 1 Corinthians 6:9-10)
- God loves you (Mark 6:34; John 3:16-17; Romans 5:7-8)
- Sanctification (1 Thessalonians 4:3-7; Hebrews 13:12; Romans 6:6; Galatians 2:20)
- Baptism of the Holy Spirit (Luke 11:13; Acts 5:32)
- Speaking in Tongues (Acts 2:1-4; 10:44-47; 19:1-7)
- Knowing God through prayer (Psalms 34:4-8; 42:1-2; 66:16-20; Isaiah 43:25-26; Matthew 7:7-8; 1 John 5:14-15)
- Relationship with Parents (Exodus 20:12; Deuteronomy 5:16; Proverbs 4:20-23; Ephesians 6:1-3; Colossians 3:20-24)
- Witnessing to unsaved family/friends (Matthew 5:14-16; 1 Timothy 4:12; 1 Peter 4:8)
- Family problems (Matthew 5:9; Ephesians 4:26-32)
- Surviving in a broken/abusive home (Psalms 27:10; 34:17-18; Lamentations 3:22-24; Matthew 18:6; Romans 8:28, 35-39; Philippians 4:13, 19)
- Godly friendships (Psalms 1:1-3; Proverbs 1:10-19; 17:17; 22:24-25; Ecclesiastes 4:9-12; 1 Corinthians 15:33; James 4:4; 1 John 2:15-17)
- Facing peer pressure / Resisting temptation (Proverbs 1:10; 23:17-18; Romans 12:1-2, 21; 1 Corinthians 10:13; 1 Thessalonians 5:22)
- Dating (2 Corinthians 6:14-18; 2 Timothy 2:22)
- How far is too far? (1 Corinthians 6:18-20; 1 Timothy 4:12; 5:22b)
- Repentance after you get saved (Psalms 32:51; John 8:11; 1 John 1:8-2:1)
- Surviving false accusations (Proverbs 12:19; Isaiah 43:2, 18-19; 54:17; Matthew 5:11-12; 12:35-37; 1 Peter 4:14, 16)
- When you are afraid (Deuteronomy 31:6; Psalms 53:6; Philippians 4:7-8; Joshua 1:9-2; 2 Timothy 1:7)
- Overcoming confusion (Psalms 55:22; Proverbs 3:5-6; 1 Corinthians 14:33; Ephesians 6:12; 1 Timothy 1:7)
- How to be an over-comer (Romans 8:37; Revelation 12:11)
- Overcoming suicidal thoughts (Psalms 37:23-24; Jeremiah 29:11; Lamentations 3:22-24; John 10:10; 14:26-27; 16:33; Romans 8:37; James 4:7-8; 1 Peter 5:7-9; Revelation 12:11)

**Section 11****ALTAR PRAYER TIME****Do:**

- ... Ask questions.
- ... Make eye contact where they can see your concern; also, in younger camps, the child may go to the altar to pray and wind up taking a nap due to fatigue from a long day.
- ... Use scripture to guide the prayer time and for answers to questions the child/youth may ask.
- ... Safe touch is the rule (back of the shoulder or forearm). Limit touch, especially with the opposite sex. Take the “safe” route.
- ... Use discernment. Trust God to lead you in how and what to pray for that person.
- ... Keep your attitude in check. You are not perfect. Neither are they. You were once a camper going through what they face. Remember where you came from.
- ... Seek help if you don’t know the answer. It is ok to say “I don’t know, but we’ll get the answer for you.”

**Don’t**

- ... Be afraid to approach a child/youth who is praying.
- ... Panic. There are seasoned, adult staff members who can help you if you do not know what or how to pray for someone.
- ... Discuss prayer issues encountered in altar time with campers, or other Cabin Leaders. If you encounter a situation with which you need help, seek out a seasoned staff member for assistance or guidance.
- ... Use church clichés or church language. Not all kids are from church backgrounds and simple language proves most effective.
- ... Take someone away from the group to pray. You may go off to the side for privacy. The rule is simple: *“Out of earshot, but never out of eyeshot.”*



## Section 12 CHILD / YOUTH PROTECTION POLICY

This Camp Staff Conduct Policy reflects the Church of God of Prophecy's commitment to protect children from harm. The policy applies to all volunteer and compensated workers of the Church of God of Prophecy.

The policy is intended to clearly state that the Church of God of Prophecy will not tolerate child abuse or neglect. Your cooperation in this policy not only reflects your concern about children's safety, but also your willingness to take steps toward halting child abuse and its detrimental effects. For the safety and protection of our children and workers, all people who participate in Church-sponsored activities with children will be required to comply with this policy.

### UNDERSTANDING CHILD/YOUTH ABUSE

**"Child abuse" is defined as follows:**

- It can be physical, emotional, or sexual.
- All child abuse involves the misuse of power.
- Misuse of power takes place when people take advantage of the authority or power they have over vulnerable people.
- Vulnerable people include adults with physical or mental disabilities and children.

**Physical Abuse** is using physical force or action that results, or could result, in injury to a child or youth. It is more than reasonable discipline. Sometimes, injury is caused by over-discipline. Injuring a child or youth is not acceptable, regardless of differing cultural standards on discipline.

**Emotional Abuse** is a pattern of hurting a child's feelings to the point of damaging his or her self-respect. It includes verbal attacks on the child, insults, humiliation, or rejection. A child or youth who is emotionally harmed may demonstrate severe anxiety, depression, withdrawal, or self-destructive or aggressive behavior.

**Sexual Abuse** occurs when someone uses a child or youth for sexual stimulation or gratification. Sexual activity between children or youth may also be sexual abuse if older or more powerful children or youth take sexual advantage of those who are younger or less powerful.

**Child sexual abuse includes behavior that involves touching and non-touching aspects.**

- Types of sexual abuse that involve touching include the following:
- Fondling—this includes the suggestion that an adult should see and/or touch a child's body to monitor development
- Forcible rape

**Types of sexual abuse that do not involve touching include the following:**

- Verbal comments
- Pornographic videos
- Obscene phone calls
- Exhibitionism
- Allowing children to either hear about or witness sexual activity



## Section 12 CHILD/YOUTH PROTECTION POLICY (CON'T.)

### If you suspect a camper has been abused.....

If you have reason to believe that a child has been abused then you are required by law to report it. As camp staff, we must take very seriously our responsibility to fight the abuse of children.

**First**, do not “create” an atmosphere that would prompt a response that might be from a desire to “get attention.” Youth and Children starved of attention, could produce information that is not factual.

**Second**, remind those you might be offering comfort, that your job is to provide Spiritual support.

**Third**, if, for whatever reason, you might suspect intentional abuse, immediately speak to the Director(s) before “confronting” a child/youth with unnecessary questions that could be later construed as “leading,” or “planting ideas” of mistreatment in the minds of those children/youth. Do not discuss the situation with anyone before speaking to the camp administration.

**Fourth**, if you are given unsolicited information in a spontaneous manner, where you don't have time to consult with camp administration, **remember these points:**

- **Remain calm & Listen** - The camper may be entrusting you with something very personal. Now it's your turn to listen to them. Try your best to actively listen and gather information.
- **Never agree to keep silent** - A camper may want to tell you a “secret,” but only if you promise not to tell anyone. Never agree to this. If you discover that a camper is being abused, you **MUST** report it. If you make a promise to them and then break it, they will feel betrayed.
- **Affirm them** - You may be the first person they tell. If so, they may be blaming themselves.
- **Do not give advice** - The camper may ask your opinion. While you may feel overly emotional, you must remain objective. Tell them again that your job is to offer moral and Spiritual support.
- **Write down everything you remember** - After the discussion with the camper, and as soon as you are free to do so, write down everything you can remember about the conversation. Write down everything you and the camper said. Even little details may turn out to be significant.

### Appropriate Touch

"Good touch" is important to each of us. Children do not grow and thrive without the good touch of others. Touch was important to Jesus as He healed people and comforted them. Our Christian tradition shares love with each other through hugs, placing an arm around another's shoulder, or squeezing a hand to say, "You are loved."

Use “Good Touch” -

- Touch to the back of the shoulder or to the forearm. Touching for too long can be construed or confused as sexual in nature and should be avoided.
- Never touch against a camper's will (unless in the case of clear and present danger to the camper).
- Never touch against a child's discomfort, whether expressed verbally or nonverbally.
- Never touch a camper in a place that would be covered by a bathing suit, unless for a clear medical necessity, and then - only with supervision by another adult.
- Never give a camper a back rub.

It is imperative that the Christian community not lose the importance of "good touch." We need to continue to express Christian love in appropriate ways with children. To a child who is upset, a warm hug and kind word can be most comforting. In the midst of our caution, let us not forget that good touch is just that - good!



**Section 13****GENERAL POLICIES OF SUPERVISION**

- Staff shall not engage in any form of physical abuse, emotional abuse, sexual abuse, or neglect.
- Every effort will be made to have a minimum of two adults working together with children. In a Bible study or similar teaching environment it is acceptable to have individual classes/ groups with only one adult caregiver, provided there are other adults present in the general area. This protects the children and the adults as well as provides a safer situation in the event of an accident or emergency.
- The windows of classroom doors shall remain uncovered to allow a clear view of classroom activities (where possible).
- When possible, children/youth are to be encouraged to take care of their own bathroom needs. Should assistance be required, another , or caregiver should be present.
- A positive approach to discipline shall be practiced. Clear, consistent, age-appropriate limits will be established to help the children function appropriately. There is a zero tolerance of bullying. Contrary to popular opinion, discipline is a positive function. The act of discipline implies there is a standard of conduct that is expected. When that standard is met, then discipline serves to steer the person towards obedience. In the camping ministry, one person's behavior can influence every camper. Discipline is needed in the best interest of the entire camp. Don't be afraid to confront campers when they violate camp rules. The spirit of discipline, however, should have within it the hope of restoration, not retaliation. Remember, discipline is positive; punishment is negative. We need to show the campers that God is not a God of confusion, but order.
- Avoid the use of: accusation, criticism, blame, shame, sarcasm, embarrassment, and other forms of negative discipline.
- Use the "buddy system" when you escort a camper to his/her cabin. Take an adult with you. Please do not be alone with a camper if at all possible.
- Never share a bed or sleeping bag with a camper.
- Do not expose yourself (physically) to campers (even in a joking manner) - change clothes in a bathroom stall, or in the cabin when campers aren't present.
- No sharing of showers, or bathroom stalls.
- Cabin Leaders: Make sure that all campers have appropriate sleepwear.

**We Will Achieve the Goals of Youth Camp Through the 4 F's:****FUN**

- Camp will provide activities that young people will enjoy. This should be an opportunity for them to experience fun in a life-giving and nourishing way. (games, songs, talent workshops, entertainment, video presentations, skits, etc.)

**FRIENDSHIP**

- Camp provides opportunities to strengthen old friendships and make new ones. (Cabin Leaders initiates this by encouraging the group to know one another and to mingle with the campers.)

**FREEDOM**

- Nothing is ever imposed on the campers. All activities are encouraged, but are optional. Never use shame, or embarrassment as a motivation to get participation. This principle springs from the basic belief that Christianity can only be lived out if it begins with a personal decision to follow Christ.

**FAITH**

- Camp provides the campers a lot of opportunities to learn more about Jesus and grow in their faith and relationship with Him. (Worship, sermons, teaching, group discussions, etc.)



## Section 14 YOUTH CAMP EMERGENCY PROCEDURES

Camp Directors will select the core Camp Emergency Team (CET). The CET will identify where all the “Safe Places” are for every emergency situation. All Staff Members will familiarize themselves with the Safe Places, and all camp emergency procedures, and be willing to react accordingly to any potential emergency situation. Directors will explain all emergency procedures in the first camp staff meeting. Appropriate emergency announcements will be made in the first gathering of the campers.

### Parking Safety Policy:

- Cars/Trucks should be parked in designated areas away from all cabins or sleeping quarters. They must be parked in such a way so they will not have to backup to leave the parking lot. In an emergency, there is a possibility that there may be staff or campers “roving” around. There will be NO exceptions to this policy.

### Fire:

- In case of a fire on campus, a fire alarm will be sounded (type and exact procedure to be determined by Directors).
- Cabin Leaders and CIT’s will immediately account for all campers in their group, and begin to evacuate their cabin, or other camp facility to the designated gathering area.
- All staff and campers will remain in the gathering “safe” place until directed by CET to assemble elsewhere.
- At least one fire drill will be done at the beginning of camp. (Use it for a “Team Building” exercise.)

### Severe Weather:

- **Tornados/Wind Dangers** - Take campers to the “safe place” closest to you. Proper gathering and safety procedures will be explained in the “Camper Orientation Meeting” at the start of camp.
- **Lightening:** When lightening occurs, stay indoors, or go someplace indoors as quickly as possible. DO NOT seek refuge under a tree. No one will be allowed outdoors until the CET gives the all clear.

**Intruder:** All exterior doors will be locked and secured at the designated time. No one will be allowed outdoors without proper clearance after “lights out.” NO EXCEPTIONS.

- An alarm will sound as soon as it is determined there may be an Intruder on campus. All male staff members (Not Cabin Leaders or CIT’S) will assemble themselves in a pre-arranged meeting area.
- Staff/Cabin Leaders/CIT’s will make sure that doors & windows are secured, and give immediate instructions to the campers to seek protection under beds, or other safe areas.

**If the Intruder IS NOT in your area:**

- keep doors secured, and STAY WHERE YOU ARE until the Camp Emergency Team gives you an all clear.

**If the Intruder ENTERS your area:**

- Leave the area if possible, if you can do so safely with the campers.
- If you cannot leave, instruct campers, to get to their safe place. A swift decision must be made as to confronting the Intruder immediately with as much force as is possible. Use any object available to you to use as a weapon.
- Subdue the Intruder with whatever force is necessary to protect campers, or staff members.

### Earthquake

- Stay Calm. - Act Immediately.
- Walk, don’t run, to the nearest exit if possible. Get under a bunk, doorway, or table if you cannot exit building.
- Upon exiting a building, move away from power lines, and stay clear of lines until CET gives you instructions.
- Expect possible Aftershocks
- DO NOT light candles, or use matches until CET gives the all clear.



## Section 15 **CAMP STAFF POSITION DESCRIPTIONS**

Because of the diversity of needs, and different locations for camp in the Heartland America Region, we are asking the Camp Directors to develop their own set of Camp Staff Position Descriptions for their particular camping situation. Those positional descriptions will be added to our Camp Staff Manual when they are completed by our Directors. There are some areas of camp leadership, however, that we are placing into this manual as standard, required staff positions. These positions are appointed by the Camp Director(s). They are as follows:

### Section 15A **CAMP SECRETARY/TREASURER**

- **Description:**
  - This particular staff position can be filled by one or more individuals according to the particular need. This (or these individuals) must be proficient in file keeping, and willing to keep contents of files in confidence.
- **Responsibilities:**
  - Establish and maintain a current personal file for each staff member, including the Director(s). This file will contain a Camp Staff Application, Pastor's Endorsement, Affidavit of Good Behavior, and a signed and dated Camp Covenant Form. These files must be kept onsite in a secure area.
  - The Camp Treasurer will complete the Camp Accounting Sheet, and send the completed form with all necessary items to the Regional Office within one week (7 days) after the camp closes. All forms, and receipts must accompany their camp financial report.

### Section 15B **CAMP EMERGENCY TEAM (C.E.T.)**

- **Description**
  - This team will be formed to address all emergency situations that might arise during camp operations. The exact number and make-up of this team will be left to the discretion of the Camp Director(s).
- **Responsibilities:**
  - Assist the Director(s) in responding to emergency situations as described in **Page 18, Section 14**. These individuals should be able to administer basic first aid, until the Camp Nurse, or other medical personnel is brought into the situation.
  - The C.E.T. will have the responsibility to direct all campers and staff under emergency situations.
  - Establish escape routes, and gathering areas for all potential emergencies requiring evacuation.

### Section 15C **CAMP SECURITY TEAM**

- **Description**
  - This team will operate in a state of "constant awareness" to insure the health and safety of campers and staff alike. This involves keeping a watchful eye on all occupants of the campground. Unauthorized, or unrecognized personnel will be addressed discretely in order to insure the safe nature of our camp.
- **Responsibilities**
  - Security Team Members will have in their possession a horn and/or whistle. The Camp Director, in consultation with the C.E.T., will determine the types of alarms that will be sounded for the different types of emergencies.

### Section 15D **CAMP NURSE**

- **Description**
  - Camps are required to have trained personnel to work in this area. CPR and other forms of lifesaving procedures must be a part of their training.
- **Responsibilities**
  - Be aware of the nearest hospital and poison control center. Have emergency phone numbers available.
  - Make sure adequate supplies for basic emergencies are on hand. If not, submit a request to the Director.
  - Be available during registration. Review applications carefully and note any allergies listed.
  - Collect all medications during registration. Ideally medications, including all "over the counter" drugs, are not allowed outside the nurse's station.
  - Clarify the instructions for all medications received—if possible with the parent/guardian.
  - Create a medication dispensing schedule (dosage, times, etc.) for campers and maintain a log for noting the dispensing of medication. (Sample Form on Page 35)

**Section 15E****CABIN LEADER****• Description**

The Cabin Leader oversees a specific group of youth/children for the duration of the camp. He/she is responsible for the general welfare, physical and spiritual, of his/her campers.

**• Standard Qualifications:**

See Page 9, Section 6, – *General Staff Qualifications*

**• General Overview of a Cabin Leader and CIT:**

Cabin Leaders are the backbone of any good camp. You have one of the most influential jobs on the campground. You are the one the campers are with the most. You are the one they will look up to, act like, and cling to. You are the closest example of Christ some might ever get. You are the responsible adult, so be an adult. Do not be inappropriate with campers or other staff members. Your ultimate focus for the week is the campers in your cabin - **ALL** of the campers in your cabin. Campers come first - **ALWAYS!** Remember that children follow and learn by example.

**Responsibilities:**

- Spend time in prayer prior to camp to prepare your own heart for ministry.
- Arrive at campground at the time specified by your Director. Remember, you will need time to prepare your area before campers arrive.
- Pray over each bed, no matter if someone will sleep in it or not; cover whoever even might sit on it.
- If you decorate, do it with purpose. Protect the facilities as much as possible. Be sure to remove all decorations at the end of camp.
- Be prepared for staff meetings. The times will be set by the Director.
- Note any issues with your cabin (the building) upon arrival. Walk through the cabin and bathroom. Note any writing on walls, ladders, cubbies, beds, etc. Check all fixtures and lights. Please report any problems to your Dean. Please do not attempt to repair the problems yourself.
- **BE WITH YOUR CAMPERS.** That means day and night. Be in class with them. Play with them. Sit with them at the meal table, and in service.
- Campers are not to leave the campground unless they check out with their Cabin Leader and the Dean(s). Focusing this process will be up to the individual Director.

**Registration:** (Below is a suggested format for greeting the campers on the first day of camp. Directors may want to change up this process to best fit their particular registration process.)

Split responsibilities during this time between you and your CIT. One of you should be at registration, and the other should be in your cabin during registration in order to assist campers while they are settling in upon arrival. This is a great time to see how parents/guardians and campers interact with each other. You can learn a lot about the family situation during this time by being observant.

- **Stand Up** (Figuratively—unless you are actually sitting down) - As soon as you see your camper and his/her parents approaching, get up and walk towards them. This will show you are attentive and aware of what is going on.
- **Smile** - First impressions are important, and smiling can put the camper at ease.
- **Say hello to the camper first** - The camper needs to know that he/she is important to you. Make eye contact as you say “Hello, my name is \_\_\_\_\_.” If the camper doesn’t respond, then ask for his/her name.
- **Say hello to the parents** - After you greet the camper, smile and make eye contact with the adults, shake his/her hand. Assure them that you are there to see that their camper will be taken care of, and has a great camping experience.
- **Introduce** - Help the camper start to meet other campers in his/her group.
- **Ask Questions** - While the camper is getting settled, find out if there is anything important you might need to know. Is this the camper’s first time at camp? (etc.)
- **NOTE:** Campers are not allowed to claim a bed until they have been through the registration process. This will help ensure that all necessary information and monies have been received.

**Section 15E****CABIN LEADER (CONT'D)****Spiritual Needs of the Camper**

- Be aware of your campers during all activities. Be available to them at all times. Care for their needs.
- Be prepared to minister to campers throughout the day. **Be prepared to lead them to Jesus. (See Page 12, Section 9)**
- Sit with your campers in services and classes.
- Assist them in the altar.
- Seek out opportunities to build relationships with campers from your cabin. Facilitate the relation building process between campers as well.
- Design quiet relational times in the cabin each day. Prepare creative and interactive devotions that will engage your campers as part of the group.

**Physical/Emotional Needs of the Camper**

- **Rest.** In order to be effective in all areas of camp, the campers need rest. Please abide by the “lights out” time the Director(s) have set. Ensure a reasonable time for all campers to be quiet.
- **Emotions.** Say goodnight to each camper individually. 30 seconds of eye contact or a few questions about his/her day will make your camper feel special.
- **Cleanliness.** Cabin Leaders are responsible for making sure that each camper brushes his/her teeth, changes his/her clothes and puts his/her personal items away. Make sure your campers are taking showers daily. Be sure they know how the shower is operated.
- **Nerve-Conscious.** Don't tell scary/ghost stories. Be appropriate.
- **Food.** Be aware of what your kids are eating. Make sure they are eating at every meal time - and that it isn't all sugar.
- **Hydration.** Help your campers avoid dehydration. It can affect lots of health issues. Give them opportunities throughout the day to get water and ensure all campers are drinking.
- **Clothing.** Ensure that your campers are changing their clothes daily or as needed. If they need clothes washed, inform the Dean(s).

**Disciplinary Information**

In conjunction with your Director(s) and Dean(s), be responsible for discipline of the cabin. Report major camper behavioral issues to the Dean(s). When something does arise requiring your action:

- Stay calm. Get the facts first. Control your reaction and never let your temper get out of control.
- Be consistent. Be fair, firm, friendly, and confident. Defuse the situation by saying something like, “*How can I help you?*”
- **Never hit a child!** You can block a child from fighting another child, but do not put your hands on the child. Physical restraint may be exercised to control a situation, but take care so as not to harm them.
- Take special care not to use “*slang*” words that might be misunderstood as “*foul*” language.
- Avoid the use of: accusation, criticism, blame, shame, sarcasm, embarrassment, and other forms of negative discipline.
- Monitor clothing according to camp policy. (Cabin Leaders and CITs are subject to those same policies.) Use wisdom. Some campers come from non-church backgrounds and may not have all the appropriate clothing that others have. Make sure to approach a camper in a loving manner about inappropriate clothing.



## Section 15E CABIN LEADER POLICIES & FUNCTION (CONT'D)

### Medical

- Be aware of the health and well-being of your campers. Report concerns or irregularities to the Camp Nurse.
- Do not medically treat camper or give them personal medication (including Aspirin, Tylenol and other over-the-counter drugs). Always refer them to the Camp Nurse who will log all medications taken and treatment given.
- Keep the campers' medical conditions confidential. Do not discuss with other staff or campers.
- In case of a minor injury, the person in charge should:
  - 1) Render basic first aid to the injured person as needed.
  - 2) Dispatch a person immediately to report the accident to the Camp Nurse and the Director(s).
- In case of a major or more serious injury, (Possible head, neck or back injury):
  - 1) **DO NOT MOVE THE PERSON** unless it is absolutely necessary for their immediate safety (i.e., chance of explosion, drowning, or falling debris).
  - 2) Dispatch a person immediately to report the accident to the Camp Nurse and the Director(s).

### Peripheral

- See that campers abide by the schedule. Be an example. Participate in all camp activities.
- Assist in recreation when called on; attend class when possible, or as needed, etc.
- Maintain a positive attitude. Do not complain about food, schedule, to other staff, etc. Campers will mimic the attitude of those who lead them.
- Learn the names of your campers as quickly as possible. Learn what is important to them.
- Ensure a reasonable quiet time during lights out and rest times.
- Play only Christian music in cabins unless otherwise approved by Director(s).
- Make sure all cleaning duties are fulfilled as scheduled.
- Watch for signs of homesickness.
- Do fun things - get your campers involved.
- (Age appropriate) Watch for bedwetting - youth/children are very sensitive and easily humiliated. If you have a potential bed-wetter, check beds after the campers have left the cabin for morning activities. Have a policy in place. Example: If you find a wet bed, bag it up and inform the Dean. The bedding will be discretely picked up, washed and returned before campers return to the cabin.



**Section 15E AGE GROUP CHARACTERISTICS**

	<b>Elementary Age 2<sup>nd</sup>-5<sup>th</sup> Grade 6-11 years old</b>	<b>Junior High 6<sup>th</sup> – 8<sup>th</sup> Grade 11-14 years old</b>	<b>High School 9<sup>th</sup> – 12<sup>th</sup> Grade 15-18</b>
<b>Physical</b>	<ul style="list-style-type: none"> <li>• Small, short</li> <li>• Bedwetting</li> <li>• Has lots of energy</li> <li>• Needs nap/rest</li> <li>• Lacks motor skills</li> <li>• Needs help with hygiene</li> </ul>	<ul style="list-style-type: none"> <li>• Big Changes happening</li> <li>• Girls taller than boys</li> <li>• Puberty</li> <li>• Might still bed wet</li> <li>• Clumsy / awkward</li> <li>• Often feel tired, lazy</li> </ul>	<ul style="list-style-type: none"> <li>• Taller</li> <li>• Body/Facial hair</li> <li>• Hygiene oriented</li> <li>• Coordinated</li> <li>• Reach adult physical development</li> </ul>
<b>Mental</b>	<ul style="list-style-type: none"> <li>• Fears (dark, bugs, etc.)</li> <li>• Concerned with what is fair/unfair</li> <li>• Likes books read to them</li> <li>• Literal thinking</li> <li>• Accustomed to rules</li> </ul>	<ul style="list-style-type: none"> <li>• May have low self-esteem</li> <li>• Can read between the lines</li> <li>• May have fears</li> <li>• Can start a “real” conversation</li> <li>• Conceptual thinking</li> </ul>	<ul style="list-style-type: none"> <li>• Knows everything</li> <li>• Idealistic</li> <li>• Has in depth conversations</li> <li>• Applies concepts</li> <li>• Thinks they are invincible</li> <li>• Aware of the world</li> <li>• Anxious about relationships</li> <li>• Wants and avoids responsibility</li> </ul>
<b>Emotional</b>	<ul style="list-style-type: none"> <li>• Clingy</li> <li>• Homesick</li> <li>• Doesn't understand sarcasm</li> <li>• Tells on others</li> <li>• Temper tantrums</li> <li>• Will “stew”</li> <li>• Easily distracted</li> <li>• Sensitive to criticism</li> </ul>	<ul style="list-style-type: none"> <li>• Peer pressure</li> <li>• Doesn't want to be different</li> <li>• Image oriented</li> <li>• Interested in relationships</li> <li>• Cliques</li> <li>• Low self-esteem</li> <li>• Want to be accepted</li> <li>• Will test boundaries</li> <li>• Moody</li> <li>• Self conscious</li> </ul>	<ul style="list-style-type: none"> <li>• Physical attractions</li> <li>• Forming own image</li> <li>• Wants to be treated as an adult</li> <li>• Loves to gossip</li> <li>• May be carrying baggage</li> <li>• Wants respect</li> <li>• Low self-esteem</li> </ul>
<b>Spiritual</b>	<ul style="list-style-type: none"> <li>• Knows what parents tell them</li> <li>• Know some Bible stories</li> <li>• Confused by concepts</li> </ul>	<ul style="list-style-type: none"> <li>• Begins to question</li> <li>• Begins to rebel</li> <li>• Starts understanding concepts</li> <li>• Sponge for information</li> </ul>	<ul style="list-style-type: none"> <li>• Exploring</li> <li>• Questioning</li> <li>• Forming own opinions</li> <li>• How does this relate to me?</li> <li>• Draws from real world</li> </ul>

**Section 16****CAMPING MINISTRY COVENANT****The Meaning of This Covenant:**

I understand that a covenant is a promise, and is not merely a mutual acquaintance, but a commitment to responsibility and action.

**Acknowledgment of What Camp Ministry Looks Like:**

Church of God of Prophecy Camping Ministries believe that ANY PERSON WHO PARTICIPATES IN ANY FORM OF SERVICE TO THIS BODY, NO MATTER HOW MENIAL IT MAY APPEAR TO BE, IS INVOLVED IN MINISTRY LEADERSHIP. WE FURTHER BELIEVE THAT God intended THESE MINISTRIES be carried out in the spirit of a servant. Although our talents, personalities, and gifts may vary, Scripture clearly teaches a leadership style that is uniquely Christian. It has been given to us by the Lord of the church. Jesus has demonstrated this leadership style and commanded us to do likewise.

*"Do nothing from selfish or empty conceit, but with humility of mind let each of you regard one another as more important than himself; do not merely look out for your own personal interests, but also for the interests of others. Have this attitude in yourselves which was also in Christ Jesus, who, although He existed in the form of God, did not regard equality with God a thing to be grasped, but emptied Himself taking the form of a bond-servant, being made in the likeness of men. And being found in appearance as a man, He humbled Himself by becoming obedient to the point of death, even death on a cross." Philippians 2:3-8 (NASB)*

Servant leadership is much more than a leadership style we act out and master like other management styles. Servant leadership begins with the heart, with our attitude, and with our motives. A servant-leader can be characterized by submission, love, compassion, persistence in the pursuit of God's will, and self-sacrifice. Reflections from Scripture on servanthood are the following: Philippians 2:3-8; John 6:38-40; 15:12, 13,17; and 1 Corinthians 13.

**Accepting the Responsibility of Modeling a Biblical Lifestyle: Code of Ethics:**

I understand that consistent modeling requires diligence in the pursuit of the biblical lifestyle. There are some things that we can do to renew ourselves from the inside-out. There is a need to "keep short accounts with God" (confession). We must be sensitive to sin so we can easily identify it and recognize its presence in our own lives. We must immediately go to God and ask for forgiveness.

**Believing that God is calling me to serve children or youth through Camping Ministries, I will do the following:**

- • My first priority as a Camp Staff Member, teaching/supervising/leading children or youth, will be to seek the welfare of the children/youth physically, socially, educationally, and spiritually.
- • I will also try to understand and respect the child/youth cultural backgrounds.
- • I will not do anything that will damage a child's/youth's trust. I will try to protect the child/ youth from all forms of abuse while he or she is in my care.
- • If I suspect that a child/youth may be hurt by the abusive actions of attitudes of another person, I will report that suspicion to a responsible person so that it can be investigated properly.
- • I will answer a child's/youth's questions openly and honestly.
- • I will expect the children/youth to act on the basis of camp guidelines, and if a child/youth consistently breaks them, I will seek help from Deans, Directors and others to assist me in responding to the child/youth.
- • If a child/youth is distressed, I will try to offer comfort and help. I will encourage the child/youth to find the appropriate help for their needs.
- • I will pray for each child/youth and let them know that I care about them.
- • I understand that if my character or morals should be inappropriate and/or criminal at any time during my volunteer service, my service will be terminated without expressed cause or prior notice, regardless of other oral or written statements prior to, at, or following the date of volunteer service.
- • I have read, and am willing to comply with all guidelines and policies set forth in the Heartland America Camp Staff Manual, including the verbal and written policies that are particular for each camping facility. I will honor the leadership of those who have oversight of the particular camp in which I will be serving as a member of the camp staff.

\_\_\_\_\_  
Signed\_\_\_\_\_  
Date





## Section 17

**CAMPING PROGRAM STATEMENT**

**Please read the following before completing the Camper Application. Parents, if the camper is younger than 18 years, please review this statement with him or her.**

**STATEMENT OF EQUITY:** All applications will be accepted on a first-come, first-served basis with no regard to race, color, creed, sex, or nationality.

**PARTICIPATION:** We are interested in the moral, social, physical, and spiritual growth of each camper. Each camper will be expected to participate in the full camping program and all activities unless the parent or guardian indicates otherwise on the application.

**REGULATIONS:** For the safety of all campers and staff, the following items will not be allowed: fireworks, drugs, guns, knives, laser pointers, or weapons of any kind. The camp reserves the right to perform an inspection of all belongings. No use of drugs, alcohol, tobacco, or profanity will be allowed. **Campers, please do not bring the following items: valuable jewelry, large amounts of money; computer; video games; CD's, radio, MP3 players, iPods, Kindles (or any other such device).**

**ITEMS TO BRING:** Please bring the following items: flip-flops or other shoes to be worn in the shower and to the pool/lake; toiletries, towels, and washcloths; casual clothes, shoes, and socks; an umbrella; sheets for a twin bed, a pillow; a quilt, blanket or sleeping bag; bathing suit or swim trunks (and shirt and shorts you don't mind getting wet); water shoes or shoes to wear to/from the pool; a flashlight; a Bible, paper, and a pen. Snack shack money (This may be age group specific. Check camp application for details.)

**BEHAVIOR:** In the event that a member of the camp staff considers a camper's behavior to be unacceptable, extra duties may be used as corrective disciplinary action. For extreme cases, the camper may be sent home without refunding tuition.

**DRESS CODE:** The intent of our camp dress code is to provide an equitable dress code for all campers that will encourage modesty above legalism. Parents and church leaders are urged to see that only clothing which meets the policies and regulations of the camp policies are brought to camp. **CAMPERS:** Please bring clothing to camp which fully complies with the following regulations:

**Modesty** — Since this is a Christian Camp with a distinctly Christian atmosphere, the New Testament principle of modesty should always be the standard dress at camp. While on our camp grounds, camper may not wear apparel that exposes the midriff, is extremely tight fitting, or has writing on the back of pants or shorts. Apparel may not display or promote **alcohol, drug, sexual, or inappropriate language or pictures**. It is the responsibility of the local church pastor/youth director/camp sponsor to see that each camper is aware of our camp policy and to reinforce these policies before camp begins. The camp staff is to model the standard of modesty and enforce the camp dress code, taking into consideration that wisdom dictates an appropriate response specific for each situation.

**Dresses and Shorts** — Camp dress is to be casual, neat, and clean. Shorts are thumb to finger-tip to the knee in length. Slits in dresses and skirts should also be modest in length. All apparel must cover the shoulder. Dresses must include accessory wear under or over any traps that do not cover the shoulder.

**Shirts and Shoes** — Tank tops are not allowed at camp. Sleeveless shirts are acceptable, but must go from the neck to the shoulder seam and not be split down the side. Shoes and shirts must be worn at all times outside cabins, except while swimming.

**Swimming Attire** — "Speedos," or "Thong" type swim suits will be unacceptable. Extremely revealing swim suits will require adequate covering (t-shirt, etc.). Determining the appropriateness of swimming attire will be at the sole discretion of the camp staff. Please bring shorts, shirts, or robe (and shoes/flip flops) to wear to/from the pool.

**CELL PHONE POLICY:** We endeavor to create an atmosphere that minimizes distractions and maximizes a total "camping" experience. We ask that campers turn their phones off, and turn them in at check-in. We guarantee the privacy and security of the phone. The phones will be returned upon check-out from camp. **NOTE:** We want our campers to feel safe and secure. If a Camper wishes to call home, our Cabin Leaders are instructed to make sure they have access to their phone to make the call. Calls will be allowed to Parents/Guardians only, except in the case of an emergency. Parents/Guardians are more than welcome to call the Camp phone anytime to check on their Camper.





The Heartland America Youth Camp Manual is subject to revision on an as-needed basis. Current editions of this Camp Manual will be available on our Regional Website.

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

Current Camp Training Video is available at:

<http://hacogop.sermon.tv/main/heartlandcampchannel/8359271>

## **Recognition:**

We have a wonderful group of dedicated men and women who are literally giving their lives for the sake of ministering to our children and youth. It is our desire to equip these gifted people to accomplish their goal. We are also grateful for the support of our pastors, leaders, and church family throughout the Heartland America Region.

*Striving  
For  
Excellence  
In  
Camping  
Ministries.*

