



Mid-Sun

Summer Day Camps 2019

Volunteer Expectations &

Guidelines



CAMP OVERVIEW

Welcome to the 2019 Mid-Sun Summer Day Camp team! We are very excited to have you join us this year. Mid-Sun's summer camps continue to grow every year, and with your energy, enthusiasm and leadership, 2019 is sure to be another great success. This brief document has the information you will need for understanding what is expected of you as a volunteer at Mid-Sun Summer Day Camps, as well as the basic operations of our camp.

Mid-Sun Summer Day Camps offer two styles of camps for school-aged children. Sunsatons camps are our largest, having up to 95 children enrolled, and Specialty Camps, which offer the opportunity for children to learn a new skill. Mid-Sun is known for its quality, innovation, and exciting camp experiences and with your help 2019 will allow us to continue to grow.

Volunteers are a very important aspect to our staff. Your main responsibility is to assist the Day Camp Leaders in your group's daily activities, so your role may vary from day to day. One day you may be playing soccer, and the next helping the kids make ice cream. You will be a "jack of all trades" at camp. Some days you may be asked to help clean up a huge glitter mess, and we want you to know ahead of time, we appreciate it! Our Day Camp Leaders and Day Camp Directors are here to help you in whatever way possible to ensure you enjoy your time at Mid-Sun Summer Day Camps.

SUMMER DAY CAMP HOURS

Sunsatons / Specialty Camps

Pre Care 7AM – 9AM

Camp 9AM – 4PM

Post Care 4PM – 6PM

CAMP DESCRIPTIONS

- ✚ All our camps operate on pre-registration basis; whereby all participants must be registered and paid before they are permitted into camp. We do NOT offer drop in camps.
 - ✚ Sunsations camps are offered for children aged 5-12 years old. They are run on a weekly basis, Monday to Friday and are our largest camp with up to 95 children. Each week, campers are divided by age into 4 groups. Monday to Wednesday, campers will spend time at Mid-Sun working on different activity kits such as science, art, sport, and more. It is up to the Leaders to create an engaging environment for the campers in these activities; it is a volunteer's job to be encouraging of these environments.
 - ✚ Below is a brief example of what a day with Sunsations look like:
 - 7:00am – 9:00am: campers are being dropped off at Mid-Sun (pre-care)
 - 9:00am – 9:30am: camp-wide game in gym with all Sunsations campers
 - 9:30am – 10:15am: participating in one of our many activity kits
 - 10:15am – 10:30am: snack
 - 10:30am – 11:30am: group games
 - 11:30am – 12:30pm: lunch at the park
 - 12:30pm – 1:30pm: participating in one of our many activity kits
 - 1:30pm – 2:30pm: group games
 - 2:30pm – 3:30pm: participating in one of our many activity kits
 - 3:30pm – 4:00pm: camp-wide game in gym with all Sunsations campers
 - 4:00pm – 6:00pm: campers are being picked up from Mid-Sun (post-care)
- *Note, activity planning may change based on the Director's discretion.

Every Thursday, we visit Midnapore Lake (weather dependent) and spend the day swimming (lifeguard present) and playing at the park. Along with all of this, Sunsations also goes on a field trip every Friday.

✚ Speciality Camps are a week's worth of camp focused on a specific skill. Some of our speciality camps include: martial arts camp, swim camp (summer splash), art camp, etc. A full list of these camps is on our website and if you think you would be a valuable member for one of these camps, please indicate this on your registration form. These camps also participate in the activity kits and the lake day, the same as Sunsatations camps. Specialty camps **do not** go on field trips.

***Placement of volunteers is at Day Camp Directors Discretion**

MIDSUN STAFF STRUCTURE



VOLUNTEERING INFORMATION:

HOURS

- ✚ As a volunteer, your shift is 8:45am-4:00pm, Monday-Friday.
- ✚ You must remain on site for your entire shift – be sure to bring a non-microwaveable lunch, snacks, and a water bottle.
- ✚ Volunteer meetings will take place every Friday, immediately after returning back to camp from the field trip. These meetings are done to allow volunteers the opportunity to discuss their week and suggest any improvements for camp.
- ✚ If you will not be able to attend a day, or miss a portion of the day for any reason, please notify the Directors immediately.

PURPOSE OF VOLUNTEERS

- ✚ Volunteers are an integral part of our camps. They assist Leaders in ensuring quality childcare is delivered to the campers in our care.
- ✚ Volunteers are to be involved with games and activities alongside the campers whenever possible. They should take initiative to join in and have fun with the children as much as they can.
- ✚ Volunteers are there to help assist Leaders with activities, for example: setting up tables and cleaning up after activities.
- ✚ Volunteers are also needed to assist campers and become an extra set of eyes and ears.

WHAT MAKES AN EXCEPTIONAL VOLUNTEER

- ✚ The best way to become an exceptional volunteer is to engage yourself with the kids through games and activities. When the campers see you participate they will be more inclined to do so themselves.
- ✚ Give praise to the campers that participate in activities.
- ✚ Ask your Leaders if they need any help. If you notice that your Leader is setting up for an activity, ask them if you can do anything to help them out.
- ✚ If you feel inclined, talk to your Leader about running a small game of your own.
- ✚ Set a good example. Campers look up to the volunteers as role models. We must ensure that we present a positive, clean image for staff, parents and campers.

FACILITY CARE

- ✚ The Leader of a group is responsible for making sure that the area they used is clean and left in the same condition as it was found.
- ✚ Volunteers will assist Leaders with cleaning up after games and activities.
- ✚ Messy activities should be done outside when possible to maintain messes. This includes activity kits and eating lunch.
- ✚ Please alert the Day Camp Directors of any vandalism or damage to the building, or surrounding areas as soon as it is noticed.
- ✚ Do not take things that are for the summer day camps activity kits or for the Leaders without permission.

VOLUNTEER EXPECTATIONS AND GUIDELINES

Below is a quick list compiling all of the main expectations and guidelines.

- ✚ Be actively engaged with the campers throughout the day (joining games, interacting with them during free time, etc.)
- ✚ Be willing to help Leaders and directors with tasks such as activity set-up, take down and clean-up.
- ✚ Stay on site and with your group from 8:45am-4:00pm, unless given permission from the Camp Directors to leave. Directors should be told in advance about any absences.
- ✚ Remaining with the children and engaging them during pre- and post-care.
- ✚ Not use camp supplies or eat food that does not belong to them without permission from a Leader.
- ✚ Not use offensive or inappropriate language or innuendo, or play with children in a way that is physically rough or dangerous.
- ✚ Not take pictures of children, or contact children they meet at camp online – **under no circumstances are you allowed to contact any camper online** (including email, Facebook, Xbox Live, etc.)
- ✚ Volunteers cannot be alone with campers.

Failing to adhere to one or more of these expectations may be **grounds for dismissal** as a volunteer.

If at any time a volunteer has questions, concerns, or is unsure about their role, they should talk to the Camp Directors.