

# Working a Summer at Camp Boggy Creek



We are so glad that you have taken an interest in Camp Boggy Creek. The following packet is an overview of staff responsibilities, camp life, and other information about working at Camp. While you are reading, please jot down any questions that you may have so you can ask us at a later time.

**Here are the answers to all of our Frequently Asked Questions!**

## Our Mission

Camp Boggy Creek makes it possible for children with serious illnesses and their families to experience a free, life-changing camp where safety, respect, love, and joy come together to enrich their physical and behavioral health.

## About Camp Boggy Creek

Camp Boggy Creek, located in Eustis, Florida on 232 acres, serves children ages 7-17 who have been diagnosed with chronic or life-threatening conditions. Camp Boggy Creek has served thousands of campers and their families through activity-packed week-long and weekend camp programs throughout the year. Children can spend time with others who are just like them and share their life experiences, which serves as a reminder that they are not alone.

Our campers are kids who want to make friends and have fun at camp! They also happen to have serious illnesses, including gastrointestinal disease, sickle cell anemia, spina bifida, cancer, heart conditions, asthma, craniofacial disorders, epilepsy, and others.

Yours in Camping,



# Staff Calendar

## Typical Summer Work Schedule

- On-site training will begin in mid-May.
- All summer staff members are expected to work for their full training and the entire summer.
  - Support Team Training: May 8-12 and May 14-19
  - Lifeguard Verification: May 14
  - Activity Staff Training: May 15-19
  - Return Staff Training: May 21
  - All Staff Orientation: May 22-30
- We have eight five-day camp sessions, with two full days off between most sessions.
- In the middle of the summer, though, we will have four full days off between sessions 4 and 5!
- \* The dates with asterisks below are the Volunteer Arrival Days, and all staff work for part of the day on each Volunteer Arrival Day.
- Summer jobs end on August 6 for cabin staff and activity staff and on August 8 for Support Team.

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Support Team Training: May 8-12 & May 14-19

Lifeguard Verification: May 14

Activity Staff Training: May 15-19

Return Staff Training: May 21

All-Staff Orientation: May 22-30 (Cabin Staff, Activity Staff, and Support Team staff)

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Session 1: June 2\* – 7

Session 2: June 10\* – 15

Session 3: June 18\* – 23

Session 4: June 26\* – July 1

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

(Session 4 ends on July 1.)

Session 5: July 6\* – 11

Session 6: July 14\* – 19

Session 7: July 22\* – 27

Session 8: July 30\* – August 4

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(Session 8 ends on August 4.)

All-Camp Clean-Up (work day) & Banquet: August 5

Cabin Staff & Activity Staff Departure Day: August 6

Support Team Work Days: August 6 & 7

Support Team Departure Day: August 8

- – Support Team Training / Activity Team Training
- – Return Staff Training
- – All-Staff Orientation
- – Camp Session
- – Day Off

- – All-Camp Clean-Up (work day) & End-of-Summer Banquet
- – Cabin Staff & Activity Staff Departure Day
- – Support Team Work Day
- – Support Team Departure Day



# Learning how to care for campers

## Pre-arrival online training

- If hired, you will be expected to complete all online pre-arrival training before your arrival to camp.
- Online pre-arrival training will look different than previous years and will be more substantial.
- Like all of our trainings, pre-arrival online training will help us do our best work when campers arrive so we can keep them safe.
- If you meet this expectation BEFORE YOUR ARRIVAL TO CAMP, you will earn an additional \$100.00 of compensation. If you do not complete it before you arrive to camp, you will still be expected to complete the online training before you work with campers, but then you will not earn the additional \$100 of compensation.
- We are still planning exactly what this will look like, and right now, we are planning 4-6 hours of work (reading, watching videos, taking quizzes, etc.).

## On-site training

- Support Team members (leadership staff) arrive at camp first to learn about how to support the rest of the staff and how to do the specifics of their jobs.
- Activity Staff arrive at camp next and participate in a five-day Activity Staff Training to learn how to keep campers safe in activity areas, how to facilitate activities, and how to help campers get the most out of intentional programming.
- Then Cabin Staff arrive at camp, and everyone together participates in All-Staff Orientation, where we learn more information about how to care for our campers, and we practice what we learned during pre-arrival online training.

## On-the-job learning all summer long

- When campers arrive, we will continue learning!
- We will make mistakes each session, and we will learn from them. We will get better at things as we practice them. We will learn tips and tricks from our co-workers about what works for them that we maybe want to try out. We will learn from the volunteers we work with.
- In addition to learning as we work with campers, we will have two professional development sessions during each session of camp. Professional development topics may include the SeriousFun Children's Network that Camp Boggy Creek is a part of, how to write and talk about our camp jobs in resumes and interviews, self care techniques, the power of gratitude, leadership, and more.



# Work Environment

## Cabin Counselors & Activity Staff

### Cabin Staff

- Take care of the daily needs of 8-10 campers. The job requires being actively involved in the supervision, guidance, and motivation of campers by building working relationships with kids and staff to ensure that a high standard of care is maintained. Cabin staff sleep in the cabins. Cabin staff will serve on committees to facilitate all-camp activities and perform other duties to support their Pride or cabin of campers, volunteers, and staff.



### Activity Staff

- Members prepare, supervise, and facilitate activities. The job requires building working relationships with staff to ensure a high standard of programming is maintained. Activity staff members support a variety of activity areas: arts and crafts, woodshop, cooking, theater, photography, music, outdoor/indoor fun (group initiatives), nature, archery, pool and boating and fishing, horses/equestrian. When the Activity staff member is not facilitating an activity area, they are supporting their assigned cabin of campers. Activity staff members will serve on committees to facilitate all-camp activities and will serve on committees and will perform duties to support their Pride or cabin of campers, volunteers, and staff. Lifeguards and Equestrians can be either residential or non-residential. This means that someone who lives locally could choose to live on site and work longer days or to live off site and work shorter days (with a different salary).
- Activity Areas:
  - Aquatics (Boating & Fishing/Pool) - Lifeguard Certification Required\*
  - Archery - Archery Certification Required\*
  - Equestrian
  - Sports and Rec
  - Music
  - Nature
  - Photography
  - Theater
  - Woodshop

\*If you are interested in a position that requires a specialized certification, camp will help you obtain the certification.



# Work Environment

## Camp Culture

- Camp Boggy Creek is committed to upholding the highest standards of keeping everyone feeling safe, respected, and loved by promoting the values of Kindness, Joyfulness, Safety, Collaboration, Inclusiveness, and Excellence.
- We show kindness to everyone. Everyone has a place at camp no matter their race, ethnicity, gender, sexual orientation, religion, ability or disability, etc.
- Our language matters. Kids don't understand sarcasm, so we don't use it here. Gossip hurts people, so we don't do it here. Snarky or snide comments hurt people, and so do inside jokes, so we don't use that language here.
- We practice Intentional Acts of Kindness. We don't do pranks here. This means we teach our campers to write kind notes, make banners, etc. to thank people.
- We believe in learning from mistakes, growing all summer long, and asking for help.
- Boggy Creek embraces a culture of change, because change is how we improve, year after year. If you have been to Boggy Creek in the past, know that it will be different this summer, and we will be ready to teach you about the advancements, so you can embrace them, because the advancements and changes are for the benefit of campers, volunteers, and staff.
- **All voices are needed at Camp Boggy Creek**, and every new member of our team is an opportunity for our camp to grow. We want to hire a camp staff that is reflective of the campers we serve, so we strongly encourage diverse candidates to apply. Camp Boggy Creek is intentional about growing in our diversity, equity, and inclusion, as we want all children and adults to feel safe, respected, and loved here.

## Work Conditions

- This is a difficult job. We expect our staff to exhibit professionalism and maturity while caring for campers, making decisions, solving problems, and working in a team.
- We would like you to be aware of the possible work conditions you may encounter. We are located in a Florida forest, so we have quite the variety of bugs, occasional wildlife visitors, and unpredictable weather. Staff will be exposed to rain, heat, sudden thunderstorms, and lightning. In playing with our campers, you may also need to clean up occasional vomit and do camper laundry.
- Camp work is also fun! Please be ready to experience laughter, high fives, celebration of mistakes, and life-changing rewards. We get to help kids make friends, practice their courage, and try new things for the very first time!

## Time Off

- Members of our summer staff team will receive a period of time off each session; this is known as “designated time off,” or DTO. The purpose of this is for staff to take some time for themselves and get extra rest each week. We are here to play with our campers, and in order to do so it is essential that we practice self-care!
- After most camp sessions end, our staff have two full days off before the next session starts to explore the area, catch up on errands, and rest. During one of these intersessions, we have four full days off!



# Work Environment

## Summer Classes

- Are you planning on taking academic classes this summer? Experience has taught us that it is difficult to take classes while working 16-hour days. We recommend that you only take one summer class. We do have Wi-Fi at Camp, but only in certain buildings, and it is spotty at times.

## Attire

- Like any job, Camp has a dress code. We expect our staff to dress in camp professional clothing. This may be more modest than you are used to wearing so you may have to buy a few clothing items as you would for a different new job. If you are hired, you will learn more about the dress code during staff training.

## Technology

- During working hours, staff are expected to focus on playing with kids, not the outside world. This means we don't use technology such as phones, smart watches, tablets, or computers while we are working. Appropriate times to connect to friends and family is during our time off each day.
  - Smart watches are okay to wear if you only use it as a watch and/or fitness tracker.
  - Phones are okay to use as a tool to support your campers success. Example: playing music at bedtime.



# A Day at Camp Boggy Creek

## The Program Team

### Morning

#### Morning Manatee

- We have a variety of pre-breakfast activities, known as Morning Manatee, that are facilitated by activity staff.
- One cabin counselor will stay behind to discretely check for bedwetting. This cabin counselor is responsible for collecting soiled linens to be washed by our housekeeping team. They will then join the rest of their cabin.

#### Breakfast

- A high-energy meal with singing and dancing.
- Everyone washes their hands at the outside sinks before every meal.
- We all sit with our cabin groups at meals.

#### Cabin Clean-Up

- After breakfast, cabin counselors lead campers in cleaning the cabins, while activity staff prepare for morning rotation. Cabin clean-up includes:
  - Making all beds, sweeping all floor areas, cleaning the bathroom, collecting trash and taking it to the curb, and completing Intentional Acts of Kindness to obtain a clean cabin award.
  - All staff members are expected to keep their living space clean as well.

#### Morning Rotation

- Most mornings, campers will participate in activity area rotations, run by activity staff and assisted by cabin staff. This is camper-centered time where our campers participate in the following programs:
  - Equestrian, Nature, Archery, Music, Theater, Pool, Camp Store, Woodshop, Arts and Crafts, and Indoor/Outdoor Games (Sports and Rec.)
- Campers look to staff members for encouragement, empowerment, support, and trust in order to be successful in these activities. This is a great time to build community and relationships.



# A Day at Camp Boggy Creek

## Afternoon

### Lunch

- A low-key, mellow meal.
- After lunch, everyone gathers on the floor and at tables to say and listen to gratitude during the Web of Kindness and to sing some camp songs.

### Rest Hour

- This time is low-key, and is good for listening to soft music or taking an afternoon nap. This is also a good time for counselors to help campers write letters home.
- During this time, two staff members will be on “rest hour duty.” One cabin counselor will be on primary duty, and will remain awake on the camper side of the cabin. Another cabin counselor will be on secondary duty, and will be available on the counselor side of the cabin should the person on primary duty need assistance.



### Snack Time

- Snack Time happens after Rest Hour to offer a healthy snack to our campers and staff.

### Afternoon Rotation

- Afternoon rotation typically has the same system as morning rotation.

### Camper Free Choice

- Some days may include Free Choice, when campers get to sign up for pre-planned activities of their choosing.



# A Day at Camp Boggy Creek

## Dinner

- There will be dancing, clean cabin awards, and evening activity announcements.
- On Silly Olympics Day, you can eat spaghetti with your face!



## Evening Activities

- Evening activities may include:
  - Opening Campfire - we sing songs and watch skits
  - Silly Olympics - everyone (campers and counselors) gets messy with paint and food! If campers don't want to get messy, we have a safe zone for them to stay clean
  - Stage Day - much like a talent show, where everybody wins!
  - Cabin Night - staff and volunteers plan cabin activities for their campers
  - Banquet, followed by cabin closing activities - wrapping up the session
- Each staff member is assigned to lead one or two of the evening activity committees; these committees will remain the same throughout the entire summer season.



## Night Time in the Cabin

- This is a prime time to build cabin community – as counselors, a part of our job is to help kids make friends.
- Two staff members will be on duty at night. One counselor will be on primary duty, and will sleep on the camper side of the cabin. One counselor will be on secondary duty, and will be available on the counselor side of the cabin. In the event that our campers need care throughout the night, there will always be counselors available to help.

## Other Special Night Time Events

- The last night of camp focuses on closure for our campers and the week. Events may include cabin closings, pride closings, and camp closing.

# Camp Life

## Sleeping Arrangements

- **The Cabin Layout:**
  - Each cabin has a porch and two sides – one side for campers and one side for counselors. Each side is air-conditioned and has its own bathroom.
- **Cabin Counselors:**
  - Cabin counselors live in the left side of the cabin. There is a sliding door inside the cabin leading to the camper side, so counselors can easily reach campers at any time. Cabin counselors will be sharing their side of the cabin with a co-counselor and several volunteer counselors (see photo below on left).
- **Activity Counselors:**
  - Activity counselors live in our air-conditioned staff lodges. There are two sides to each staff lodge for beds and dressers; the two sides share a bathroom. Staff may be sharing a bathroom with 8-11 summer staff members and volunteers (see photo below on right)



Cabin Counselor living quarters



View of a Staff Lodge

## Dining Hall

- Can you say HOPPERS?!? Campers will get a chance to “hop” their way to the kitchen window to retrieve food for the whole table.
- We eat family style at camp, meaning we eat together once everyone has food.
- We have three meals a day with snacks and fresh fruit available at all times. A salad bar is also available at lunch.
- We accommodate all sorts of diets including gluten-free, dairy-free, vegetarian, etc.



We dance and sing in the dining hall after every meal!

# Who's at Camp?

## Who works at Camp?

- People who want to help. People who want to grow. People who want to share their skills.
- People who are going to help keep everyone feeling safe, respected, and love by promoting the values of Kindness, Joyfulness, Safety, Collaboration, Inclusiveness, and Excellence.
- Lots of people from the state of Florida, USA. Some people from other states in the USA. Some people from other countries. That's right! We will each have the opportunity to meet people from other places and to learn about their habits and customs that might differ from our own, whether we grew up 30 or 300 or 3,000 miles apart. It will be important for each of us to help everyone feel welcome here in our camp community, whether we are from the same state or different continents.



## Who will be supporting me this summer?

- **Cabin Team:** Each cabin team is often made up of two cabin counselors and one or two activity staff members, though sometimes there might be one cabin counselor with more volunteers or three-four cabin counselors with fewer volunteers. Summer staff cabin teams may remain the same for some sessions and may need to change for other sessions, based on the number of female vs. male campers or based on the number of younger campers vs. teenaged campers. In addition to the summer staff, each cabin team will have 2-3 volunteer staff members each week. These volunteers are here to help, and we could not do it without them!
- **Pride:** There are four Prides, each made up of four cabin teams (typically with two male and two female cabins). Members of a pride will work together to achieve a common goal: giving our campers the best week of their lives.
- **Pride Leader:** Each Pride has a Pride Leader. The Pride Leader is the cabins' direct support. If staff members need help, the first person they should talk to is their Pride Leader. Pride Leaders are there to help everyone in their pride be successful.
- **Support Team:** This team is made up of experienced camp staff members who are trained to support and assist the rest of the camp family. They are not assigned to a cabin or pride; instead, they float around, doing a lot of the behind-the-scenes work.

## What about the campers?

- Our campers are placed into prides based on their ages. Each cabin will have 8-10 campers during a session.
- Some campers will have a lot of energy, and others might not have much at all. Some may be very outgoing, while others may be shy. Some of our campers have been coming to camp for years, while others will attend camp for the very first time. Every child experiences camp differently.

# Professional Skills to Look Forward To



## Working at Camp Is a *Real* Job

### LEADERSHIP

You will likely be supervising between 7–15 others, engaging in decision-making, behavior management, and living ethics — all necessary leadership skills for today

### NETWORKING OPPORTUNITIES

With other staff and connections to camp alumni can provide a link to possible internships or future job opportunities in a variety of careers

### DIVERSE & GLOBAL EXPERIENCE

It is not uncommon for campers and staff to be from a variety of places and cultural perspectives from around the US and world

### TRAINING & CERTIFICATIONS

You get to keep any additional training you may acquire (like CPR, first aid, and activity specialist certifications)

### ROOM & BOARD

Will be provided if working at a resident camp; housing, meals, laundry, utilities, and other living expenses are covered

### 21ST CENTURY SKILLS

Communication, Collaboration, Critical Thinking, Creativity, and Contribution that are critical for success in today's world are developed and practiced at camp

### LETTERS OF RECOMMENDATION

Camp directors/leaders write great letters of recommendation because they take the time to get to know you as an individual and see you in action on a daily basis

### PROFESSIONAL DEVELOPMENT

Ongoing professional development sets you up to learn about your job while building a strong team with the people you will be working with

### COLLEGE CREDIT OR INTERNSHIP

You may be eligible for college credit in some cases or able to use camp as an independent study, practicum, or internship experience

### PAYCHECK

You will typically get paid a base salary with add-ons for experience, certifications, leadership roles, extra duties, etc., and may include a bonus for completing your contract

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# The Next Step

Thank you for taking the time to read this important information. While we hope it answered all of your questions, we realize you still may have more questions! If so, please reach out to us by calling (352) 483-4200 ext. 4235 or emailing [staff@campboggycreek.org](mailto:staff@campboggycreek.org). We want to help!

- **To apply, click the Summer Staff application button on our [summer staff employment page](#), and then complete our online application.**
- Applications are reviewed on a rolling basis.
- You must complete all pages of the application at once; unfortunately, it can't be edited after completion.
- Please make sure that you have all of this necessary information ready before starting the application:
  - Expiration dates for any certifications (Lifeguard/CPR/First Aid) (These certifications are not necessary to apply.)
  - Education information (school names, dates attended)
  - Employment/volunteer information
  - At least 3 non-family/non-friend references including email addresses. References can include but are not limited to current or former employers/supervisors, instructors/teachers, counselors, mentors, group/team members, people you volunteer with or coaches.
- If you are prepared with the above information, this process will take approximately 20 minutes
- **Apply today!**

## Early Bird Special!

If you are hired and sign your contract by January 31, we will compensate you an extra \$100.00. \*You must complete staff orientation.

