

# Laketrails Base Camp

## CAMPER WORKER POLICIES An Introduction and Definition

A Camper Worker is an experienced Laketrails camper who assists in the maintenance of Laketrails island in exchange for a greatly reduced rate of his/her camping fees. To be a Camper Worker you must typically be at least 16 years of age and have attended at least one Laketrails' session. You should be knowledgeable in the Laketrails program and be enthusiastic, friendly, cooperative, and flexible in nature. Most importantly, you must be willing to act as a positive role model for other campers.

Actual Camper Worker positions vary a bit from year to year, but generally consist of the KP Boss, Sanitation Engineer (outhouse cleaner), Floor Specialist, Trash and Recycling Master, and Kitchen Assistant. In addition, Camper Workers do much of the lawn mowing and often help with special projects such as digging crud pits, moving outhouses, and general cleaning. Camper Workers assist the guides on canoe trips and, at times, are called on to help teach skills like canoeing to the other campers. It's even possible that Camper Workers are asked to stay in Base Camp to complete a special project or work assignment for one session during their tenure at camp.

Camper Workers have opportunities for many experiences not available to all campers. They stay in Base Camp between sessions, and they occasionally participate in some of the staff meetings. They also witness many of the inner workings of the camp, and have chances to provide their insights to the camp staff. For this reason, Camper Workers can become an important informal link between other campers and staff.

**The purpose of this booklet is to provide you with information on policies that you should know before you agree to be a Laketrails Camper Worker. There are some important issues (e.g. fire and evacuation procedure) that we feel are better covered in person during your orientation. Because it is difficult to foresee all situations, there may also be some items we have not addressed which are important to you. If this is ever the case, please contact the Camp Director for additional information or clarification.**

## BELL SYSTEM

Laketrails lives and dies by the bell. It is our main way of getting everyone on the island together on relatively short notice. The bell is used to call us to such activities as meals, meetings, camper/guest arrivals and emergencies. Unless other directions have been given, anytime you hear the bell, you should gather in front of the Lodge (inside if it is raining) as quickly as possible (but within five minutes in any case).

## **BOATS & BOAT SAFETY**

Laketrails boats are to be operated by experienced boat operators only, and only with pre-approval from the Boating Director or Camp Director. Under no circumstance should any other staff person, camper, or guest use the boats. This said, Camper Workers are strongly encouraged to participate in the camp's boating program with a chance to earn their Pilot's License.

## **CABINS**

Communal living in small cabins is not an easy task and cannot be accomplished without the effort of all individuals in the group. The state of the cabins is a reflection on the camp. Therefore it is expected that they be kept clean. Your clothes and personal gear should be stored neatly underneath your bunk or in some kind of storage container near it (i.e. trunk, chest of drawers, duffel bag). At no time should your things be scattered all around the cabin. Your sleeping bag should lie neatly on your bunk or be rolled up. **Please limit the amount of personal belongings to what you truly need for a 3-4 week stay at Laketrails.**

## **CANTEEN**

To satisfy your sweet tooth, we have a canteen that sells pop and candy. In addition, the canteen sells Laketrails clothing so that you can advertise for us in the comfort of stylish apparel. Normal hours for the canteen will be after most evening meals or at other pre-announced times.

As with other campers and staff, when you come on the island you will be advised to put your money and valuables in the canteen. **Money and valuables not placed in the canteen are held at your own risk!** Like other campers, **you must turn in your cell phone** to the canteen. You will have access to it between sessions and need to return it to the canteen before the start of the next session.

## **CONCERNS OR GRIEVANCES**

Acceptance, equality, and respect for the dignity of others are essential to the Laketrails philosophy. We expect that you treat staff, one another, and other campers with respect. Likewise we expect the Laketrails staff to show you that same level of respect.

If you feel that you are not being treated in this manner, or have any grievance in regard to policy or treatment, report it immediately to the Camp Director. **We promise to consider all matters seriously, but we cannot act if we are not aware of your concern.**

## CURFEW

Most of us need a regular amount of sleep each night to be able to function well and enjoy each day. We also want campers to get the most out of their experiences at Laketrails. We have found that a daily curfew helps accomplish this goal. As a Camper Worker you are expected to be a good example. Please be in your cabin helping to settle things down by the regular curfew time. If you feel you have a legitimate need to stay up beyond curfew, you must ask the Camp Director for permission. Curfew will generally be relaxed between sessions. *Camper Workers are asked to bring a small alarm clock to camp.*

## ELECTRONICS

Electronic devices, including but not limited to computers, cell phones, I-pods, etc., are generally not allowed at Laketrails. That being said, it is noted that many young people feel they need these devices in their day-to-day lives. Laketrails offers an opportunity to get away from these attachments, to “unplug” oneself from this electronic world and explore the natural world instead. While this might seem difficult at first, Camper Workers are encouraged and even expected to spend their free time interacting with people on the island rather than interacting with an electronic device. If such a device is necessary at camp, it must be with the knowledge and approval of the Camp Director. The device will be kept in the Duck’s Nest or other place approved by the Camp Director, and it’s use will be monitored and restricted to appropriate times.

## FAMILIES OF CAMPER WORKERS

Many families and friends of our Camper Workers and staff have an interest in visiting the place that has made such a large impact in our lives. We are grateful for this interest, and encourage these people to visit Laketrails at one of the times designated for friends and alumni, such as Memorial Weekend, general camp reunions, and other similar events. Because of our tight schedule during the camping season we generally discourage visits at this time. **If your family would like to visit, please ask the Camp Director for a copy of the Board’s Visitor Policy before final plans are made.**

## FIRE/EVACUATION PROCEDURE

Aside from the water, fire is the greatest safety hazard at Laketrails. For this reason we have a fire and evacuation procedure which will be discussed at length during your orientation.

## GARBAGE AND RECYCLING

As humans on this remarkable planet earth we all need and consume “Mother Earth’s” resources to survive. In the United States we are often accused (and justly so) of taking more than our fair share of the planet’s resources. At Laketrails we try to be good stewards of the earth by reducing our consumption, by recycling, by composting, and by other appropriate practices. Disposal of garbage,

burning and recycling are all duties of the Laketrails Camper Worker. Details related to garbage handling and recycling will be discussed during your orientation.

### **ILLNESS OR INJURY**

Any time you do not feel well enough to complete your assigned duties, or participate in the Laketrails program, please tell the Camp Health Manager or the Camp Director. We will see that you get appropriate medical treatment and that your duties are reassigned.

### **KITCHEN USAGE**

For the health and safety of all of us it is important that the kitchen be kept as clean and free from germs as possible. The more people in the kitchen the greater the opportunity for bacteria to spread and the greater the risk to our health. For this reason, the kitchen area is generally off limits to anyone who is not assigned to work there, or who is not helping to prepare a meal. The kitchen is also the area in which food is stored that is to be used in the preparation of meals. Outside of organized meal or snack times, the food in the kitchen or food storage areas is not available for staff or campers without the permission of the Cook.

### **LAUNDRY FACILITY**

Laketrails has a modern laundry facility for those who spend more than a single session at camp. Because this is an important building, we need to work together to keep it looking great and functioning properly. Use and care of this facility will be discussed in detail during your orientation.

### **MEDICAL SUPPLIES**

If you need medical supplies of any type, you must see the Camp Health Manager or another staff person who is available. Under no circumstances are Camper Workers allowed to go into the medicine cabinet themselves.

### **MOOSE TRAIL**

In the early days, Laketrails had separate boys' and girls' seasons. There were separate staffs and absolutely no boys could be on the island when the girls were there and visa versa. Today, Laketrails is co-ed. However, the concerns for privacy and proper boy/girl conduct remain the same. Therefore, Laketrails has a strict policy on locations and places where boys and girls can mix.

1. NO GIRLS IN BOYS CABINS, AND NO BOYS IN GIRLS CABINS EVER!
2. NO LEAVING YOUR CABINS AFTER CURFEW EXCEPT TO USE THE OUTHOUSE.
3. NO UNCHAPERONED MEETINGS BETWEEN GIRLS AND BOYS EVER.

The wilderness can be an extremely romantic place, and it is only natural that you may become attracted to another person while at camp. However, we ask that you remember the purpose of Laketrails and save any romantic relationship you may want to have for home.

## MUSIC

While we understand the desire of young people to be able to listen to their favorite tunes, please remember that many people come to Laketrails to get away from this and other noise pollution. Generally, KP is the only area in which such music is authorized, and music should not be left playing when you are not there. **I-pods and other music-playing devices are specifically prohibited in the camper cabins and on trail. Headphones and ear buds are not allowed.** We are also concerned about the type of music played. **Any music which contains profanity, violence, or other offensive material will not be permitted at any time. If these types of music are found at camp, they will be confiscated.**

## PERSONAL GEAR

Laketrails is a wilderness camp located on a small island. You are reminded to limit the personal items you bring to camp to those items you will be using during the summer months. While Laketrails will take reasonable precautions to protect your possessions, Laketrails will not be responsible for stolen, lost or damaged articles unless the camp has made a written guarantee to protect the item. The camp will be responsible for those valuables left in the canteen to the extent the camp is aware of the value of the article when it is left.

Any personal items found lying around will be picked up and put in the lost and found box, and it will be your responsibility to locate them there. If you fail to remove them before you leave for home, they will be returned if they can be found only if you prepay the packaging and postage fee.

## PHONE USAGE

Laketrails is a wilderness camp. Most people come here to get away from phones, television and other technology of the city. If you need daily contact with a family member or friend, then Laketrails probably isn't the place for you. That said, personal cell phones belonging to Camper Workers will be kept in the Duck's Nest or with the Camp Director, but their usage will be allowed between sessions. All other phones on the island are for business or staff use only. At the start of the next session, phones must be returned to the Duck's Nest or Camp Director. Please notify friends and family of this policy.

## **POWER TOOLS**

All power tools, including but not limited to chain saws, skill saws, drills, lawn mowers, etc. on the island are to be operated only by those individuals who are trained to use them. The Maintenance Director will authorize those he feels have adequate training and experience to use any of these tools. Please do not use a tool unless you have been okayed by the Maintenance Director.

## **PROFANITY**

Profanity is not acceptable! Remember, at Laketrails we are all role models for young people (even you who are young people yourselves!). The words others hear from us are the words they are likely to repeat. An occasional slip may happen due to stressful circumstances, but repeated use of profanity will be grounds for discipline. People who use profanity are to be treated respectfully, yet firmly. Often they may not realize their words are offensive to others. Sometimes they have developed a bad habit that is difficult to break. Providing them with some ways to change this habit is often more effective than simply demanding that they stop.

## **PUBLIC RELATIONS**

As Camper Workers, you are representatives of Laketrails. Laketrails is part of the greater island community, and we ask that you conduct yourself in a manner consistent with the Laketrails philosophy at all times on and off the island.

## **SHOWER USAGE**

The Laketrails laundry building also houses shower/washroom facilities for Staff and Camper Workers. The washroom, which also houses the washers and dryers, provides a space for such activities as brushing teeth, putting in and taking out contacts, etc. The drawers in the main cabinet are available for the use of Staff and Camper Workers. Generally, there are only enough drawers for one per individual or family. Individual shower stalls are available for Staff and Camper Worker use between sessions. **However, shower stalls are locked during camper sessions.** Lake bathing during the sessions provides a good example to our campers. Use and care of our shower facilities will be discussed in detail during your orientation.

**Other campers are generally not permitted to use this building, and it should be considered off-limits to them.**

## **TOBACCO, ALCOHOL AND DRUG USE**

As representatives of Laketrails and role models for other campers, the use of alcohol, tobacco, and drugs by Camper Workers has a very detrimental effect on the Laketrails program. In our “Camper Worker Agreement” we ask you to pledge that you will not use these products while at Laketrails. **If you are not fairly certain that you can keep this pledge, it would be better not to be a Camper Worker.**

### **Tobacco Use:**

State Law prohibits any one under the age of 18 from using any form of tobacco product. Any Camper Worker caught using a tobacco product or in possession of a tobacco product including cigarettes and chewing tobacco will be subject to the following disciplinary procedures:

First offense - Product confiscated and parents notified; loss of Camper Worker status

Second offense - Parents notified and asked to pick up camper\*

### **Alcohol Use:**

State Law prohibits anyone under that age of 21 from buying or using any alcoholic product. Any Camper Worker caught consuming, under the influence of, or in possession of any alcohol product will be subject to the following disciplinary procedures:

First offense - Product confiscated and parents notified; loss of Camper Worker status

Second Offense: Parents will be notified and asked to pick up camper\*

### **Drug Use:**

Laketrails is a Drug Free Environment. Any Camper Worker caught using or in possession of any illegal drugs will be sent home immediately and the proper authorities will be notified.\*

\* **No camping fees will be refunded.**

\* **Laketrails reserves the right to bypass first offense procedures depending upon the severity of the infraction and the response of the individual.**

## **VIOLENCE**

In recent years we have seen an increasing incidence of violence in our larger society. We feel a need to state that Laketrails will not tolerate violence between campers or between campers and staff.

Depending upon the severity of the behavior, acts of violence may be subject to immediate dismissal from Laketrails.

## WORK VS. PROGRAM

All of us come to Laketrails to have fun. For some of us, our work is our fun. But, most of us need time to play to be fully satisfied with what we are doing. Operating as a residential camp, there are very few times when anyone on the Laketrails island is truly “duty free.” Saying this, we will do our best to assure that each Camper Worker has adequate time to “play”—to experience the Laketrails program in company with our staff and other campers.

Still, you will all have jobs which need to get done on a regular (usually daily) basis. When you are assigned a task, it is your responsibility to see that it is completed well, and done in a timely fashion. Take pride in doing your very best at any assigned tasks. If there is a conflict between your assigned task and the camp’s program, you must ask your supervisor for guidance about which is more important at that moment. Be aware that sometimes you will be working while other Camper Workers have time off.

In recent years, Camper Workers have gone out on canoe trips every session. Throughout much of Laketrails history, though, Camper Workers usually stayed in Base Camp one or more sessions during the summer to work on various camp projects. This was also the time when many of them completed much of their work on their Pilot’s license. Although it is unlikely, it is possible that Camper Workers might be asked to remain in camp for one session to complete work assignments and to work on boating or other areas of program. Generally this will be asked of only one or two Camper Workers at a time, but there may be occasions when Camper Workers as a group are asked to stay in camp to help with a project.

## ATTITUDE

Attitudes, closely allied to motives, are important in our decisions and actions and are reflected in the way we live. Camp life is a natural environment for forming good attitudes and for changing bad ones. Ideas alone do not move people to decision and action. It is our attitudes toward the things and persons we know that is of most importance, because attitude combines thought, emotion, and choice.

A loving attitude is an invaluable asset to any person, but especially to the Laketrails Camper Worker. Below is a quote that really puts this value into perspective:

*"The longer I live, the more I realize the impact of attitude on life. Attitude to me, is more important than facts. It is more important than the past, than education, than money, than circumstance, than failures, than successes, than what other people think or say or do. It is more important than appearance, giftedness, or skill. It will make or break a company... a church... a home. The remarkable thing is that we have a choice every day regarding the attitude we will embrace for that day. We cannot change our past... we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude... I am convinced that life is 10% what happens to me and 90% how I react to it.*

*And so it is with YOU... we are in charge of our attitudes."*

*---Charles Swindoll*

Take this quote to heart, Camper Workers, and you will have a wonderful Laketrails experience!