

Vraj Youth Camp Adult Volunteer Handbook



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Minimum Qualifications:

- Desire and ability to LOVE children unconditionally
- Desire and ability to work with children
- Desire and ability to work with counselors
- Ability to relate to and work with peers
- Ability to accept supervision and guidance
- Ability to assist in cooking, teaching and supervising activities
- Willingness to be flexible with assignments
- Possession of good character, integrity and adaptability
- Possession of enthusiasm, sense of humor, patience and self-control

Responsible to:

Camp Director

General Responsibilities:

- Identify and meet campers' needs
- Carry out camp programs and goals
- Fulfill assigned duties from the Camp Director
- Provide leadership and guidance to the counselors and campers
- Must follow the daily schedule
- Keep Vraj premises and property clean. This includes temple and camp grounds, activity rooms, assigned rooms, dining area, kitchen facilities, etc.

Specific Responsibilities:

- DO NOT play any favoritism to your family member or friend in the camp
- Follow and maintain the schedule at all times
- Every volunteer will be assigned at least three activities depending on camp needs. Fulfill all assigned duties
- Bring up any concerns you have about a camper to the camp director
- Help the Director with anything s/he may need.

- Provide opportunities for each camper to experience success during camp
- Help each camper meet the goals established by camp for healthy and happy, spiritual, physical and mental development
- Interact with the campers and counselors as much as possible
- ENCOURAGE all campers to participate in camp activities and be an example by PARTICIPATING yourself
- Participate in as many activities as you can including sports, camp fire, etc.

- Make sure that camp premises are safe at all times

- Enforce camp safety regulations
- PROMOTE healthy hygiene
- PROMOTE proper etiquette
- Be a positive influence and a role model to other volunteers, counselors, and campers

Dress Code:

- Volunteers are expected to dress neatly and APPROPRIATELY for camp. You are required to set an example for counselors and campers
- Clothing with inappropriate language or messages (implied or stated) is not acceptable
- Only mid-thigh high walking shorts are permitted.
- Skirts above the knee are not permitted
- Shoes must be worn at all times. Sneakers must be worn for sports and sports-related activities at all times including the morning walk
- No ripped or tattered clothing is permitted
- Shirts MUST cover shoulders completely

Code of Conduct:

- Volunteers are not to deal with campers or their peers or one another in a degrading or abusive matter. All problems with campers or counselors should be addressed to the Camp Director or Head Counselor
- No friends or family members are permitted to visit / stay on the camp grounds during camp
- Volunteers are required to keep cell phones and other electronic devices in their rooms at all times. Cell phones can only be used in volunteer rooms during free time and at night after the camp retires. At no time can the cell phones be used in the presence of counselors or campers
- Photographer will be assigned during the camp. Personal photography or video is not allowed. No one is allowed to distribute any A/V material or upload it on the internet without explicit consent from VYC
- Profanities of any kind should not be used by any volunteer. This includes talking to campers in a brash tone or using derogatory language or telling campers to “shut up”
- Physical or continual verbal abuse to any camper, counselor or volunteer will result in the dismissal of the violator
- Alcohol, drugs or smoking of any kind will not be tolerated. Possession or use of these substances during camp will constitute immediate grounds for dismissal

- Volunteers are required to be at AND take part in all camp activities and events. This is extremely important as the campers will be directly affected by your level of participation and enthusiasm
- Volunteers are not to leave the camp grounds during camp session, unless the Director has given approval. If there is any type of emergency or need to leave the camp, please speak with the Director immediately
- No cars are to be driven in the cabin areas. At the beginning of the week, park your car in the designated area and let it stay there through the duration of camp
- You may not leave camp grounds for personal work
- Counselors are responsible to take care of their campers. It is a learning experience for both counselors and campers to work with each other. Volunteers/Parents are not permitted to enter any camper rooms without explicit permission by the Head Counselor or Camp Director.
- The camp office is to be used by head counselors, adult volunteers and directors ONLY. No counselors are to be in the camp office without the permission and/or in the company of a Head Counselor or Adult Volunteer
- Volunteers are not to bring any food, drinks, candy or gum to camp
- Personal work can be done only after camp retires for the night, in consultation with the Camp Director
- While at Vraj, you are representing Vraj and no other organization or affiliation
- No one is permitted to use Vraj campers list, counselors list or volunteers list to solicit for other organizations
- Camp curriculum is the property of Vraj Youth Organization and no one is allowed to duplicate or reproduce the material without permission

Guidelines for Morning Routine:

- WAKE up early with enough time to wake up the counselors
- SPREAD out amongst the campers and counselors during Vraj Parikrama, Yoga and Darshan
- PARTICIPATE and set a good example

Meal Time:

- Must make sure to start preparation of food early enough to ensure that meals are served on time
- Must not make special food for anyone just because they do not like meal on the menu
- All Volunteers must eat after the campers have completed their meal
- Clean up your area and surrounding areas after your meal
- Take all the trash out of dining hall and put it outside
- Immediately clean up all utensils, pots, pans, and any item used to make the food

Volunteer Bedtime Policy:

- All Volunteers will have to use their own discretion regarding when they should retire to bed
 - You must remember being an Adult Volunteer, you need be the awake earlier then the campers and counselors
- Napping during the day should only be during free time
 - Our primary responsibility is to be there for the campers
 - Get involved with the activities
 - Keep a watch on campers and counselors at all times

Conclusion

- BE MINDFUL OF OUR PURPOSE AT CAMP; TO PRESENT AN EXPERIENCE OF LIVING AND MEANINGFUL LIFESTYLE TO THE CAMPERS. CAMPERS EMULATE COUNSELORS AS THEY ARE IN THE MOST CONTACT WITH CAMPERS. COUNSELORS CAN MAKE THE SUMMER CAMP EXPERIENCE ENJOYABLE, MEANINGFUL, AND ABOVE ALL, GOD AND CULTURE CENTERED! BE THERE TO SUPPORT AND GUIDE THE COUNSELORS AS NEEDED.

DON'T FORGET TO HAVE FUN!

In closing, we would like to emphasize that Vraj camp is about having fun and meeting new people. We would like all campers, counselors, and adult volunteers to leave camp feeling enlightened by their experience. We remind our counselors and adult volunteers that we are here for the campers. We also encourage the campers to remember that the camps are made possible because of the hard work of counselors and dedication of adult volunteers. We hope that all have fun at this year's VRAJ camp!