

# 2020 Cub Camp Volunteer Staff Application

## for Adult and Youth Full-Time Cub Camp Staff

Volunteer Applicant Name:

Volunteer Applicant Age:

18+     Under 18?, specify age \_\_\_\_\_

Email (parent/guardian's email if volunteer is under 18):

Phone # (parent/guardian's phone # if volunteer is under 18):

Home address:

Scout or camp leadership experience:

Cub Scouts of full-time camp staff may receive up to 100% off the cost of camp for their Cub Scout. What is the name of the Cub Scout you will be supporting?

What size t-shirt is needed? Additional shirts may be purchased for \$10 each.

T-Shirt Size	
<input type="checkbox"/>	Youth Large
<input type="checkbox"/>	Adult Small
<input type="checkbox"/>	Adult Medium
<input type="checkbox"/>	Adult Large

T-Shirt Size	
<input type="checkbox"/>	Adult XL
<input type="checkbox"/>	Adult XXL
<input type="checkbox"/>	Adult XXXL
<input type="checkbox"/>	Adult XXXXL

Would you like a letter verifying your volunteer hours at the conclusion of camp?     Yes     No

### Documentation Needed

- BSA Member # \_\_\_\_\_
- Youth Protection Training\*
- Weather Hazards Training\*

\* available at [my.scouting.org](http://my.scouting.org); required for ≥16

- First Aid/CPR/AED Card (Preferred)
- Health Officer Training
- Current Rangemaster Card
- Health Form AB (<18, 2 guardian signatures on Form A), copy of medical insurance card, Immunization information
- < 18, BSA Firearms Permission Form

### Where would you like to volunteer?

<input type="checkbox"/>	Chenoa	June 15-19
<input type="checkbox"/>	Cub Camp Chesebrough	July 27-31
<input type="checkbox"/>	Gilroy 5-Day Camp	June 22-26
<input type="checkbox"/>	Gilroy 1-Day Camp	June 27
<input type="checkbox"/>	Lake Cunningham #1	June 15-19
<input type="checkbox"/>	Lake Cunningham #2	July 13-17
<input type="checkbox"/>	Manzanita Park	June 15-19
<input type="checkbox"/>	Shaffer Park 1-Day Camp	July 11
<input type="checkbox"/>	Stevens Creek 5-Day Camp	July 27-31
<input type="checkbox"/>	Vasona Camp	June 22-26

### What would you like to do at camp?

<input type="checkbox"/>	Camp Administration
<input type="checkbox"/>	Health Officer
<input type="checkbox"/>	Youth Staff Manager
<input type="checkbox"/>	Sibling Program Leader
<input type="checkbox"/>	BB Gun Range
<input type="checkbox"/>	Archery Range
<input type="checkbox"/>	Slingshot Range
<input type="checkbox"/>	STEM
<input type="checkbox"/>	Handicraft
<input type="checkbox"/>	Scoutcraft
<input type="checkbox"/>	Sports
<input type="checkbox"/>	Den Support

# 2020 Cub Camp Volunteer Agreement

I agree to serve as a Cub Camp volunteer, in a manner consistent with the BOY SCOUTS OF AMERICA SCOUTER CODE OF CONDUCT and National Camp School requirements.

## BOY SCOUTS OF AMERICA SCOUTER CODE OF CONDUCT

On my honor I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader, youth staff or youth helper at Cub Camp:

1. I have or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with youth protection training requirements. I will be familiar with and follow:
  - a. BSA youth protection policies and guidelines, including mandatory reporting:  
<http://www.scouting.org/YouthProtection.aspx>
  - b. The Guide to Safe Scouting: <http://www.scouting.org/scoutsource/HealthandSafety/GSS.aspx>
  - c. The Sweet Sixteen of BSA Safety:  
<http://www.scouting.org/scoutsource/HealthandSafety/Resources/sweet16.aspx>
4. When transporting Scouts I will obey all laws, comply with youth protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to, those relating to:
  - a. Unauthorized fundraising activities
  - b. Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
  - c. Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
  - a. Any criminal suspicion, charges or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
  - b. Any investigation or court order involving domestic violence, child abuse, or similar matter
  - c. Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms or dangerous weapons.
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations and policies:
  - a. Alcoholic beverages or controlled substances, including marijuana.
  - b. Concealed or unconcealed firearms, fireworks, or explosives.
  - c. Pornography or materials containing words or images inconsistent with Scouting values.

9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities which would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities. 100615

Additional Requirements:

- The scope of the volunteer staff member’s interest should be larger than any particular job. The position assigned, while being the staff member’s primary responsibility, is only a part of the member’s interest and responsibility. The execution of the entire objective and program of Cub Camp and the Boy Scouts of America is expected of all staff members, and they will be expected to participate in all of the camp’s activities and endeavors.
- The first interest of every staff member is the Cub Scout. The camp exists and operates for them. The Cub Camp program is delivered through the efforts of the adult and youth volunteer staff.
- Staff T-shirts may be provided, and staff members are required to wear the official camp uniform, as prescribed by the camp director. All staff members will wear the uniform while on duty. Neatness and cleanliness in person is a fundamental obligation.
- A staff member’s personal conduct both in and out of camp that may interfere with camp morale or undesirably influence the opinion of the camp neighbors renders the staff member useless for further staff service.
- Additional training must be completed prior to the start of camp. This training will be specified by the camp director.

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Volunteer Name	Volunteer Signature	Date
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PARENT/LEGAL GUARDIAN APPROVAL (Must be signed and completed when volunteer is under 18 years of age.)

Parent/Guardian Information:

Full name: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

Cell phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

# Position Descriptions

Cub Camp is always looking for helpful and knowledgeable staff able to work full-time during camp. It is a rewarding and educational experience. We encourage you to seek out opportunities or provide recommendations for staff.

All volunteers are expected to be able to fully perform the functions of their responsibilities including completing all pre and post camp work, all required training and being punctual.

All Adult Staff must have current Youth Protection Training, Camp Youth Protection Training, Weather Hazards Training and be a registered BSA Scouter.

Volunteer staff members leading an activity or acting as a station host are allowed one Cub Scout to attend camp for free. Volunteer Den Leaders working all week are required to pay half the cost of camp for one Cub Scout attending camp.

## **Camp Director**

The Day Camp Director shall be an adult 21 years of age or older of well-known good character and ability. In addition to being certified at National Camping School for administration or management, the camp director shall:

- Be responsible to the day camp administrator
- Oversee budget and program materials
- Supervise the personnel and operating details of the camp
- Recruit, interview and train staff
- Conduct training in coordination with the program director
- Maintain National Camp Standards for leadership, program activities and health and safety
- Provide backup to activity leaders
- Have a Plan B
- Be a role model of the Scout Oath and Law
- Evaluate and recruit leaders for camp

## **Program Director**

The program director shall be an adult of 21 years of age or older of well-known character and ability. This volunteer has on site responsibility for the Cub Scout day camp program. In addition to being certified at National Camping School the day camp program director shall:

- Coordinate with the camp director
- Promote day camp attendance at roundtables, pack meetings and events
- Assist with supervision and trainings of staff

- Assist staff in planning and conducting successful day to day activities
- Evaluate program and identify future leaders

## **Health Officer**

The on-site health officer is a responsible adult holding a current certification required for the position (First Aid). This person must also have a current certification in CPR/AED. The camp health officer must be available at the day camp first aid station 1/2 hour before and 1/2 hour after camp opens and closes for the day. If the health officer is out of camp another adult with first-aid training must be available. The Health Officer is required to adhere to the council's Standing Orders and complete the online Camp Health Officer Training.

## **Handicraft Station Host**

The Handicraft Station Host shall be an adult 18 years of age or older with demonstrated ability to work with and provide instruction with crafts. The Handicraft Host shall:

- Be responsible to the program director
- Plan and carry out a theme related craft program
- Select crafts that enhance the theme
- Prepare a list of supplies needed to conduct the program
- Teach skills necessary to carry out the activity
- Supervise the use and storage of materials and equipment
  - Evaluate the program and identify future leaders

## **Range Safety Officer (aka Rangemaster)**

The range officer runs BB, archery and/or sling shot ranges at camp. This adult must be at least 18 years of age and completed required training as outlined in BSA National Shooting Sports Manual, No. 30931. The range safety officer must provide current certification specific to this activity.

## **Sports Station Host**

The field sports instructor shall be an adult 18 years of age or older with demonstrated ability to work with youth and shall:

- Be responsible to the program director

- Emphasize good sportsmanship
- Identify opportunities for scouts to earn elective adventures
- Plan and carry out a theme related sports program
- Select sports that enhance the theme
- Prepare a list of supplies needed to conduct the program
- Teach skills necessary to carry out the activity
- Supervise the use and storage of materials and equipment
- Evaluate the program and identify future leaders

#### **Scoutcraft Station Host**

The Scoutcraft Station Host shall be an adult 18 years of age or older with demonstrated ability to work with youth and shall:

- Be responsible to the program director
- Identify opportunities for cub scouts to earn elective adventures and problematic required adventures
- Plan and carry out a theme related scouts skills program
- Select activities that enhance the theme
- Prepare a list of supplies needed to conduct the program
- Teach skills necessary to carry out the activity
- Supervise the use and storage of materials and equipment
- Evaluate the program and identify future leaders

#### **STEM Station Host**

The STEM Station Host shall be an adult 18 years of age or older with demonstrated ability to work with youth and shall:

- Be responsible to the program director
- Identify opportunities for cub scouts to earn elective adventures and problematic required adventures
- Plan and carry out a theme related program
- Select activities that enhance the theme
- Prepare a list of supplies needed to conduct the program
- Teach skills necessary to carry out the activity
- Supervise the use and storage of materials and equipment
- Evaluate the program and identify future leaders

#### **Sibling Program Leader**

The Sibling Program Leader must be an adult 21 years of age or older of well-known good character and ability. Age requirement for assistant is 18 years of age or older. This leader shall:

- Be qualified to oversee dependent youth
- Be responsible to the camp director
- Prepare program activities appropriate for siblings of all ages
- Ensure safety with the buddy system
- Ensure siblings are never out of leader's sight
- Ensure each sibling leaves only with his parent or guardian
- Evaluate the program and identify future leaders

#### **Den Leaders**

The unit leader shall be an adult 18 years of age or older, of mature judgment with the ability to exert strong leadership. The unit leader shall:

- Be responsible to the camp director
- Assist with program at each activity station
- Promote and maintain Scout Oath and Law within their den
- Ensure camper safety
- Evaluate the program and identify future leaders
- Ensure that campers are signed in and signed out properly

#### **Youth Staff**

He or she shall:

- Be at least 14 years old
- Responsible to their assigned Den Leader, Station Host, Rangmaster or Camp Director.
- Help the program leaders carry out duties as assigned
- Evaluate the program and identify future leaders
- Identify scouts who demonstrate knowledge and understanding of the program

#### **Youth Helper**

He or she shall:

- Be 11-13 years old
- Volunteering with their unit leader, parent or guardian