



REVOLUTION

LAKE AURORA CHRISTIAN CAMP JOHN 13:35

**2024
PROGRAM DIRECTOR MANUAL**

LAKE AURORA CHRISTIAN CAMP

DEAR PROGRAM DIRECTOR,

In this manual you will find the information that you need to plan a program at Lake Aurora.

The following pages contain:

- Schedules
- Activity offerings
- Information needed to recruit your team
- Updates to policies that all volunteers need to understand and implement

By using the project check-list, you can stay on top of the parts of program planning and the dates that they need to be completed by. **This will help you alleviate last minute stress and help us be prepared for your program.**

This summer we are starting the last theme in our 3-year progression. Last summer, 2023 we looked at what God can REVEAL to us through His creation, His Son, His Word and His people.

This summer the theme is REVOLUTION. The revolutionary love of Jesus changed everything. It turned the world upside down and we continue to be amazed by God's Love. Hiding in the word REVOLUTION is love and it starts the revolution in our lives!

I am looking forward to working with you this summer as we create a place for campers to experience God's love and show campers what the revolutionary love of Jesus looks like!

Yours in Christian Camping,

Jason

Teachings should focus on how God's love can revolutionize the world.

Teaching should focus on how God's Love and the way Jesus showed this love in His ministry.

Theme verse:

John 13:35 - "By this everyone will know that you are my disciples, if you love one another."





| DUE DATE | DATE COMPLETED | PROJECT |
|---------------|----------------|--|
| 4/15 | _____ | If Desired - Sub theme Chosen for your program (‘24 Camp theme = “ Revolution ”) |
| 4/15 | _____ | Teaching emphasis chosen - Keeping in mind the three components: Bible study, Social Issue, Life Application that are needed every day. |
| 4/30 | _____ | Admin staff meets. Off campus activities, field trips, music groups, special speakers, any diversion from recommended schedule need to be presented and approved by Jason before proceeding with further planning. |
| 5/10 | _____ | List of Workers completed (please see “Recruiting a Lakeside/Hillside Team”) |
| 5/30 | _____ | Job assignments to workers AND camp** |
| 5/30 | _____ | Mission chosen (select and promote) |
| 3 weeks prior | _____ | Worker Training completed by all workers (Please have all staff, both new and returning, read the focus series) |
| 3 weeks prior | _____ | Teaching materials to teachers** |
| 3 weeks prior | _____ | Screening materials to camp |
| 14 days prior | _____ | Worship Leader’s needs to camp |
| 14 days prior | _____ | Training of volunteers completed |
| 14 days prior | _____ | Special kitchen needs requested (This includes Ice Cream Parties and S’mores) will need to be sent to the camp Atten. Liz or email liz@LakeAurora.org |
| 14 days prior | _____ | Activity Director’s special equipment needs to camp |

** It is VITAL that AS CORRESPOND WITH YOUR WORKERS on your program planning and training, please “CC” to Jason at jason@lakeaurora.org. Thank you!!!

INDEX

1. PD COMMUNICATION

- The Volunteer Program Director
- 2024 Program Directors/Schedule
- 2024 Camper Registration
- E-mail communication to/from Jason

2. ACTIVITIES & SCHEDULING

- Sunday Check-in Schedule
- Program Checklist
- Checklist at Start of Program
- Lakeside Schedule
- Hillside Schedule
- **Friday Closing and Check-Out**
- **Staffed Recreational Opportunities**
- Small Group Activity Options
- Ropes Course Progression
- Paintball Guideline Usage
- Laser Tag
- Lakeside Activity Matrix
- Hillside Activity Matrix
- Decision Cards
- Fishing at Lake Aurora[^]
- Official Carpetball Rules[^]
- Nature Scavenger Hunt[^]

3. CAMP FORMS

- Atmosphere Form
- Lakeside Worker Assignment Sheet
- Hillside Worker Assignment Sheet
- Food Service Request Form
- **Housing Layouts**
- Summer Camp Evaluation+
- Accident/Incident Report+
- Example of LACA Mission Check+
- Departure by Discipline+
- Early Departure of Camper+
- Security Last Day Check out

4. STAFFING/SCREENING

- Recruiting a Lakeside Team
- Recruiting a Hillside Team
- Annual Worker Health Form*
- Volunteer Worker Application*
- Volunteer Screening Form*
- Affidavit of Good Moral Character*
- Clearinghouse Applicant Request*
- Clearinghouse Privacy Policy
- Account info for Fieldprint Services
- Verified First Form*
- Worker Briefing*
- Personal worker Contract*

5. PROTOCOLS - CONFUSION QUESTIONS

*These items and forms can be found online at www.lakeaurora.org/summercamp under “Summer Camp - Summer Workers - Volunteer Staff” on the drop down menu on the summer camp page.

[^]Also available in Addendum online.

+These forms will be in Studio B/Sea at camp. Available earlier by request.

Revised in 2023/24



SECTION 1:

PD COMMUNICATION

Use this section to add Jason's communication to you via PD Newsletter

CREDENTIALS OF THE VOLUNTEER PROGRAM DIRECTOR

CHARACTER AND EXPERIENCE

- 1) Must be an active member of a Christian Church/Church of Christ.
- 2) Must be considered to have high moral values and have the general respect of the Lake Aurora constituency to whom he is known.
- 3) Must have worked in at least one Lake Aurora summer camp.
- 4) Must have three years summer camp work experience with at least two of those years with supervisory or administrative experience.
- 5) Must have three years leadership, teaching or coaching experience within a church.
- 6) Must be 25 years of age or have a Bachelors Degree
- 7) Must participate annually in Lake Aurora's training and orientation program.

STAFF RECRUITMENT AND TRAINING

- 1) Responsible for recruiting the administrative team, the counselors, and other program workers.
- 2) Responsible for completing a Volunteer Worker Reference on each worker.
- 3) Responsible for seeing that each worker is adequately trained and familiar with all the information in the Focus Series.
- 4) Should submit the names of all workers to the camp for review.

PROGRAM DEVELOPMENT AND OPERATION

- 1) Program should be developed within the guidelines of the Program Committee and in consultation with the appropriate Lake Aurora staff member.
- 2) Need to develop teaching strategies and materials.
- 3) Need to prepare a daily schedule.
- 4) He/She or their assistant are to be on campus at all time when campers are present.
- 5) Responsible for the conduct of his recruited workers.
- 6) Responsible for knowing and following the Lake Aurora policies.
- 7) Consult with the Camp Director in major disciplinary situations.
- 8) While the Camp Director has final authority, the Program Director is generally in charge of the designated program that serves our owner/supporting churches as a whole.
- 9) Contact the Camp Director immediately in cases of emergency.

BASIC PROGRAM OBJECTIVES

- 1) Values- the fruit of the Spirit (Gal. 5:22)
- 2) Holistic development of the camper (Luke 2:52)
- 3) Strong teaching on missions with an emphasis on personal involvement.
- 4) Every camper should be personally challenged to a closer walk with Christ.
- 5) Teach how to study the Bible, even with the camper is alone.
- 6) Help create within the camper the habit of having a personal devotional time.

- L = Lakeside Campus
- H = Hillside Campus
- LE = Life Expeditions
- CW = Campus Wide
- SP = Special Program

2024 Camp Schedule

As of 2/8/24

Lake Aurora Christian Camp

“Revolution”

JUNE

JULY

AUGUST

| S | M | Tu | We | Th | Fr | Sa |
|--|----|----|--|----|----|----|
| May 26 | 27 | 28 | 29 | 30 | 31 | 1 |
| Special Touch Ministries - Campuswide | | | | | | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| Omega Training 10am ----- 4 pm | | | | | | |
| Georgianna (160) ----- 9am | | | Aquatics (40) 4 pm ----- Richards - Hillside ----- 12 pm | | | |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| L345 (160) ----- Fitzgerald ----- 10am 10:30 - L123a (75)-Littiken-4 pm | | | | | | / |
| Big M.A.C. ----- Fell ----- 2 pm | | | | | | |
| WHOLE --- Garland ----- | | | | | | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| L567 (64) ----- Robinson (CCW) ----- 2 pm | | | | | | |
| H345 (64) ----- Jenni Littiken-Grenier ----- | | | | | | |
| WHOLE LE 456 Voice in the Wilderness ----- Garland ----- 10am - Whole -- 4pm | | | | | | |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| CW678a (224) ----- Palmer/Mehlenbacher ----- 2 pm | | | | | | |
| LE 912 - CNFL ----- Garland ----- 2 pm | | | | | | |
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |
| L234 (160) ----- J. Mehlenbacher ----- 10 am | | | | | | |
| Camp Friendship ----- Meeks ----- 2 pm | | | | | | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| CW912 (224) ----- Palmer ----- 2 pm | | | | | | |
| LE 6-9a Canoe Peace Trip ----- Garland ----- 10am | | | | | | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| L678a (160) ----- Mocherman/Prater ----- 2 pm | | | | | | |
| H456a (64) ----- Free ----- 10am | | | | | | |
| LE Spiritual Survival ----- Garland ----- 4pm | | | | | | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| L456 (160) ----- Haskett ----- 10am 10:30 - L123b(75) - Haskett - 4 pm | | | | | | |
| Volleyball Special ----- Johnson ----- 10am | | | | | | |
| 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| L678b (160) ----- Merrill ----- 2 pm | | | | | | |
| H456b (64) ----- Spencer ----- 10am | | | | | | |
| LE7-10 Canoe Peace Trip ----- Garland ----- 10am | | | | | | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 3C Retreat (160) ----- 4 pm | | | | | | |
| Sandhill Retreat (80) ----- 4 pm | | | | | | |

Alpha A 6/9-6/21

Alpha B 6/23-7/3

Alpha C 7/7-7/19

Alpha D 7/21-8/2

REVOLUTION

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SECTION 2:
ACTIVITIES & SCHEDULING
SOME FORMS AVAILABLE ONLINE WITH THE **'ADDENDUM'**



Program Checklist at Start of Program

Items discussed at the Program Director meeting with Jason at Sunday dinner.

Please complete the blanks and bring with you to the meeting.

Hillside 5:00 pm - Worker Briefing

Lakeside 6:00 pm - Worker Briefing

Campuswide 5:00 pm- Scrub Oak

Program Director:

- Program Director Reports and Worker Present Forms
- Daily schedule or copy of camper program book
- Verify Food Service Requests
- Campfire Volunteer: _____
Lights each campfire for program (built by LA staff)
- Emergency Driver: _____
 - Vehicle: _____
- Fire Drill set for: Monday after lunch
- Mission Emphasis: _____
- Mail Call Arrangements: Counselor delivered or mail call?
- E-mail directly to counselor groups
- Volunteers' Paper work

Chaplain:

- Clip board case containing....
 - Focus #5 on Spiritual Counseling and Baptism protocol
 - Decision Cards
 - Pens
- Bibles Available

Activity Director:

- Location of recreation equipment
- How to choose activities and fill out matrix
- Collection of counselor group requests
- Evening Activities.... (i.e. Faculty hunt, talent night, etc)
 - Sunday _____
 - Monday _____
 - Tuesday _____
 - Wednesday _____
 - Thursday _____



Sunday Check in Schedule for afternoon check ins

Program staff on campus by 3:30, Check in starts at 4 pm.

Any balance due or any other info needed must check in at office before going to housing.

1:30 pm Lake Aurora Senior Staff arrive
2:30 Senior Staff, Omegas, Alphas meeting in Community Room off of Dining Hall
3:30 **Program Director and their staff meet (This is an important way to get everyone on the same page! Meeting Spaces - Lakeside-Chapel, Hillside-James/John)**
Health screening for all staff at this time.

4:00- 5:00 **CHECK IN TIME -- Counselors greet parents and campers at HOUSING units and help them feel welcome - DO NOT leave area until your unit is complete and you have met parents.**

- Express: “Paid in full”(Express) to Housing areas Steel Tents and Quail’s Roost
All others go to MINISTRY CENTER (office)
- Lakeside campers begin swim tests at Waterfront or free swim for older campers
- Hillside campers take swim test Monday

See what’s next

| 5:00 | Both campuses, stay in housings until checked by LA staff member then... | |
|---------------|---|--|
| | Lakeside | Hillside |
| 5-5:45 | Plan a ‘Get to know you’ Activity for campers/ counselors | REQUIRED Worker Briefing for Hillside workers in James/John “Studio Sea”. Camper will have orientation in James/John. |
| 6:00 | REQUIRED Worker Briefing for Lakeside workers with Jason in Studio B in Chapel or Chapel porch. Campers in Chapel for orientation. | Hillside Dinner |
| 7:00 | Lakeside Dinner | Plan a ‘Get to know you’ Activity for campers/ counselors |

Canteen 1st night canteen snack free - Both campuses in respective Steel Tent

11:00 **Lights Out** - No noisy outdoor activities after this time in consideration of neighbors and other consecutive programming.

Programs beginning in mornings will have a one hour check in process and will then be given to program staff to begin their program. We will have a condensed version of orientation rules and check housing sheets.



2024 Camp Schedule

Lakeside Campus Programs serving grades 9 and younger for 5 & 6 day programs.

Exceptions to this schedule should be negotiated by **May 30th**.

NOTE: Not all hours of the day are accounted for. Use your discretion for those times.

- 6:45 am **Morning Dip** (Alternate Girls days/Boys days... less than 10 campers: not available next time)
- ?? **Personal Devotions** (Teach how to have personal devotions and then give opportunity to practice, this should be in addition to "Omega Led Devotions". Can be put at some other time of the day)
- 7:45-8:15 **Breakfast** (Remember Hillside eats at 8:30 am) *Monday - Group Photo on hill*
- 9 - 9:30 **Omega Lead Devotions for campers - Chapel** (Your staff meets in Studio B)
- 9:45 **Period 1> (See Options)**
- 10:45 **Period 2> (" ")**

- 12:00-12:30 **Lunch**
- 12:30-2pm **Program Option (PD to plan - i.e. Rest time, Chapel, Activity, etc.)**

- 2:00 pm **Period 4 (See Options)**
- 3:00 **Period 5 > (" ")** **Canteen Open for all programs 2-4 pm (Periods 4 & 5)**
- 4:00 **Period 6 > (" ")** Coordinate groups using the canteen in conjunction with other activity options. Canteen is not a 'stand alone' activity.

- 5:30-6:15 **Dinner**
- 6:30 **Period 8** (No Omega led activities available)

- ? **Vespers** (Optional outdoor worship area available)
- ? **Evening Activity**
- ? (8:30/9 pm) **Canteen** (For Lakeside, need to be *finished no later* than 9:30 pm)
- ? **Campfire** Lights out should be adjusted so that campers are able to get adequate
- ? **Lights out** - sleep (**at least 8 hours**) to function in a camp environment.

NOTES

1. The **hour time frame** allows for transition from one activity to another. i.e. Counselors should **end an activity in time(50 Min) to transition** and be at the next activity period at its start time. (10 min)
2. Classes should take advantage of outdoor meeting areas as first option.
3. Plan "B's, C's & D's" are needed in case of rain .
4. Activities may be able to be scheduled at times other than noted *with advanced coordination*.
5. Devotion time will be run by Omega staff and will be after breakfast so you and your entire staff can meet (9-9:30am in Chapel).

***Note - An optional 2 hour block** is available for campuswide programs, this will include the waterfront & high ropes only. Swimming, iceberg, blob, Kando Kevin, game room, & powerboats will be open to everyone at the waterfront. No powerboats will need to be scheduled during the rest of the day. Please see "Block Schedule Matrix" if choosing this option.

Critical Components
that every camper should experience on a DAILY basis:

| Critical Component | Objective | Special Instructions |
|-------------------------|---|---|
| Chapel | Worship and education | Teach missions or combine with social issues or life application. |
| Small group Bible study | To familiarize them with the Bible and show them that they can study the Bible on their own | Make sure each camper is holding a Bible. Please let your program support know if you need extra Bibles for campers. Study directly from the Bible so they know how to use the Bible when they go home. |
| Social issues | To make Biblical teaching relevant to today's issues | Select issues that are age appropriate. Teach biblical truth, not opinions. Allow for good discussion. Can be action based, i.e., team building, service project, etc. Could bring in outside presenter. Avoid views that do not have consensus within the church. |
| Life Application | How to apply biblical principles or gifts to my home situation. | They need to know how to act like a Christian when they go home. How they fit into the church, how they help others, how they serve God at School, etc. |
| Swimming | Camper enjoyment | The camper probably came to have fun, help make that happen. Every camper MUST have an opportunity to swim each day. |
| Canteen | Refreshment break | Make sure to schedule it into each afternoon. |
| Vespers | A time to worship and hear a gospel presentation | This is the time to help them think seriously about their relationship to Christ. It should involve an age appropriate sermon. This is the time to challenge the camper to make those public decisions that help him acknowledge God before his peers. |
| Campfire | An end of the day reflection | Take the campers to a special place to help them process the events and teaching of the day. Should include devotional singing and inspirational thoughts. Light your own fires. |
| Meals | Physical nourishment | Make mealtime a good experience. Encourage each camper to eat and drink something. Arrive on time and leave on time for shift eating. |



LAKE AURORA
CHRISTIAN CAMP

2024 Camp Schedule

Hillside Campus Programs serving campers for 5 & 6 day programs.

Exceptions to this schedule should be negotiated by **May 30th**.

NOTE: Not all hours of the day are accounted for. Use your discretion for those times.

- ?? Personal Devotions (Teach how to have personal devotions and then give opportunity to practice, this can be put at some other time of the day)
- 7:45-8:15 Omega Led Devotions - James & John - Your staff meets in Studio Sea
- 8:30-9:15 am Breakfast
- 9:45 Chapel
- 10:45 Period 2 (See Options)
- 11:45 Period 3 (“ ”)
- 12:45-1:15 pm Lunch
Program Option Time (PD to Plan - i.e. Rest time, Activity, etc.)
- 2:00 Period 4 - (Swim - 1st day of program swim tests @ 1:45)
- 3:00 Period 5 - Canteen in conjunction w/ activity (“Zebedee’s” Snacks operated by LA staff)
- 4:00 Period 6 - (See Options)
- 5:00 Period 7 - (“ ”)
- 6:30-7:15 pm Dinner
- ? Vespers
- ? Evening Activity
- ? (8:30/9 pm) Canteen (Need to be finished no later than 9:30 pm)
- ? Campfire
- ? Lights out Lights out should be adjusted so that campers are able to get adequate sleep (at least 8 hours) to function in a camp environment.

NOTES

1. The **hour time frame** allows for transition from one activity to another. i.e. Counselors should **end an activity in time(50 Min) to transition** and be at the next activity period at its start time. (10 min)
2. Classes should take advantage of outdoor meeting areas as first option.
3. Plan “B’s, C’s & D’s” are needed in case of rain .
4. Activities may be able to be scheduled at times other than noted **with advanced coordination**.
5. Devotion time will be run by Omega staff and will be before breakfast so you and your entire staff can meet (7:45-8:15am).

Critical Components
that every camper should experience on a DAILY basis:

| Critical Component | Objective | Special Instructions |
|-------------------------|---|---|
| Chapel | Worship and education | Teach missions or combine with social issues or life application. |
| Small group Bible study | To familiarize them with the Bible and show them that they can study the Bible on their own | Make sure each camper is holding a Bible. Please let your program support know if you need extra Bibles for campers. Study directly from the Bible so they know how to use the Bible when they go home. |
| Social issues | To make Biblical teaching relevant to today’s issues | Select issues that are age appropriate. Teach biblical truth, not opinions. Allow for good discussion. Can be action based, i.e., team building, service project, etc. Could bring in outside presenter. Avoid views that do not have consensus within the church. |
| Life Application | How to apply biblical principles or gifts to my home situation. | They need to know how to act like a Christian when they go home. How they fit into the church, how they help others, how they serve God at School, etc. |
| Swimming | Camper enjoyment | The camper probably came to have fun, help make that happen. Every camper MUST have an opportunity to swim each day. |
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| Campfire | An end of the day reflection | Take the campers to a special place to help them process the events and teaching of the day. Should include devotional singing and inspirational thoughts. Light your own fires. |
| Meals | Physical nourishment | Make mealtime a good experience. Encourage each camper to eat and drink something. Arrive on time and leave on time for shift eating. |



Friday Program Closing & Check Out for 6 day programs

Objectives:

- Process the “camp experience”
- Campers depart with great attitudes
- Campers/staff have an opportunity to debrief (share what they learned, decisions, memories, compliments).
- Campers have an opportunity to celebrate the Lord and what He did through the program.
- Campers receive a final challenge to apply what they have learned as they return to “real life.”
- Campers/staff have a planned opportunity to exchange addresses, autographs, e-mail, etc. and say good-bye.
- Parents experience an orderly pickup rather than chaos.
- Parents gain a concept of the program’s major themes, so they have a basis for conversation with their campers
- Campers leave behind a clean campus.

Lakeside

Hillside

Debriefing

Debriefing

Closing

Closing

7:45-8:15 **Breakfast**

8:30-9:00 **Personal Reflection/Counselor led devotions**
•Journaling/ Letter to self sent in Dec.

9:00-9:45 **Morning Chapel - “Salute” to campers**
•Awards/Compliments
• Program Staff encourage and praise (affirmation) campers from week’s events
• Staff Skit
• Testimonies

10:00-10:45 **Waterfront Blitz**
All camp swimming, blob, Iceberg

11:00-11:45 **Pack Cabins**
Move all belongings to back porches

11:45-12:15 Lunch - Possible Picnic lunch option delivered to Lakeside for each counselor group.

12:15-12:45 **Campus cleanup**
Campus tasks assigned by housing unit

12:45-1:45 **Closing Chapel**
•Challenge by speaker
•Summary of major program themes
•Memory montage of slides or video to music (we have pictures from web page
•Worship celebration
•Camper/staff testimonies

2:00 **Baptisms/Dismissal**
T-shirt shoppe open

7:45-8:15 **Final Counselor group/ Pack Cabin**

8:30-9:00 am **Breakfast**

9:00-9:20 am Campus cleanup areas assigned by cabin groups.

9:30-10:00 am **Final Chapel - “Salute” to campers**
•Awards/Compliments
• Program Staff encourage and praise (affirmation) campers from week’s events
• Staff Skit
• Testimonies

10:00 am **Baptisms/Dismissal**
Lakeside T-Shirt Shoppe Open

Dismiss out of James/John with parent signature

* Not all times accounted for.

** Closing prayer circle should be included at some point

4,5,6 grades and younger dismiss out of Chapel with parent signature

* Not all times accounted for.
** Closing prayer circle should be included at some point in the afternoon.

Note to Program Directors...

These are *suggestions* for planning a quality closing that ends at 2:00 pm Friday afternoon.

Thursday closings will need to begin their process on Wednesday evening.

It is **intended to provide concept guidelines** rather than a strict policy-- your program has the latitude to plan a day that will work for your campers. (Meal times/waterfront/ending are the only definite time frames.)

Lake Aurora Staffed Recreational Opportunities

Attention Program Directors & Activity Directors:

PLEASE NOTE: Your program is not limited to these activities; these are just the ones Lake Aurora staffs with Omegas. **See optional small group activities page for additional activity ideas.**



Logistics & Staffing

| | Swimming | Power Boating | Boating | Archery | Leather craft | Nature | Stronghold Adventures | Pedal Carts |
|---|--|--|---|--|---|---|---|--|
| Appropriate for: | All Programs | 456 & older (Swimmers) | All Programs (swimmers) | All programs | All programs | All programs | See Ropes Usage Chart | 678 and younger |
| Notes: | Includes blob, Glacier & iceberg as individual options for 456 & older. Your program can designate days as "guys blob, girls iceberg", etc. Or just leave it open. Iceberg only available to L345. | Based at the Lakeside boat dock. Campers each get a turn on the banana. 789 begins with tube option and 1012 kneecboard. Departs directly from the dock. | At Pt Aurora near the dining hall. Free choice of canoes & paddle boats with kayaks available for 456 & older. (An adult must be in each vessel for 345 & younger.) No boats for grades 1-3 | Located on the trail to the dining hall. | Basic craft is no charge; extra items purchased for .75-\$5 on store account. Best for one group or two smaller groups. | NEW 2024 Located at Hillside. Nature/Activity Center. Includes hands on activities, O-scale two rail train display. | Progression available beginning with 567 and older. Team Low Ropes Challenge Course. High School progresses to Zip line, Giant Swing, Canopy High Ropes. See Ropes Progression for specific grades. | Located in the parking lot between the Ministry Center and Golden Bough. 678 programs and younger. Campers will race one another around the course in a pedal cart grand prix. |
| LACA Provides: | Lifeguards Gate Attendant | Boat Driver Lifeguard | Lifeguards | Archery Instructor | Leather Craft instructor | Facilitator OR | 1-2 Facilitators | 1 Facilitator |
| Your program provides | Blob Tower, Glacier & Iceberg Assists (3) | Adult to supervise boat dock (1) | Adult on the water for 456 & younger (1) | Counselor to supervise each group | No program staff required | "Self-led" Booklet for Counselor to be self-led | Depending on choices At least one counselor/adult | Counselor/adult |
| Each group is scheduled: | Every day 1x Optional am (Lakeside) | Once during the program | Up to 2x during a program | Up to 1x during the program | Up to 1x during the program | Up to 1x during a program | Up to 1x during a program | Up to 1x during a program |
| Maximum # of counselor groups per activity | Up to 7-8 counselor groups (Max - 64 campers) | 1-2 counselor groups (8-16 campers) | Up to 5 counselor groups (40 campers) | 1-2 counselor groups (8-16 campers) | 1-2 counselor groups (8-16 campers) | 1-2 counselor groups (8-16 campers) | 1-2 counselor groups (8-16 campers) | 1-2 counselor groups (8-16 campers) |

| Period | Time | Swim | Power Boat | Boating | Archery | Leather | Nature | Pedal Carts |
|-----------|----------|----------|------------|----------|----------|----------|----------|-------------|
| #1 - I | 9:45 am | | | Lakeside | Lakeside | | | Lakeside |
| #2 - II | 10:45 am | Lakeside | Lakeside | | Lakeside | Lakeside | | |
| #3 - III | 11:45 am | | | Hillside | Hillside | Hillside | Hillside | Hillside |
| #4 - IV | 2:00 pm | Hillside | | Lakeside | Lakeside | Lakeside | Lakeside | |
| #5 - V | 3:00 pm | Lakeside | Lakeside | Lakeside | | | | |
| #6 - VI | 4:00 pm | Lakeside | Lakeside | Lakeside | | | | Lakeside |
| #7 - VII | 5:00 pm | | Hillside | Hillside | Hillside | | | Hillside |
| #8 - VIII | 6:30 pm | | | | | | | |

Please note Lake Aurora can support **up to three staffed activities per day per counselor group (swim plus two)**. At least one of the three should be non-waterfront. The other activity periods include Bible class, social issue and any other counselor-led activities or classes staffed by your program. **Note** that Hillside uses Activity Periods #2-#7. Lakeside uses Periods #1 & 2, 4-6, & 8.



Small Group Activity Options

Options Staffed by Lake Aurora (Omegas):

For details, capacity, and scheduling information see the “Lake Aurora Staffed Opportunities” page.

| | | |
|--------------------------------|-------------------------------------|-----------------------------------|
| Swimming (1x a day, every day) | Target Sports (Archery/Sling-shots) | Ropes Course* |
| Power Boating | Leather craft | Service project** |
| Boating | Pedal Carts | NEW Nature/Activity Center |

Options Staffed by Your Program (Counselors or Others):

Equipment for these activities is available from the camp; see your Prog Support person or Jason, S.C. Dir.

Traditional Team Sports:

| | | |
|-----------------------------------|------------------------|-----------------|
| Basketball | Soccer | Kickball |
| Chicago ball (16”softball) | Sand Volleyball | Football |

Other Team Sports:

Capture the flag - rules & equipment available for an awesome variation played on the soccer field or “Oasis” field using fun noodles, multiple flags, bases (2-4 counselor groups)

Ultimate Frisbee - similar to soccer played with frisbees

Kick Ball or Softball - equipment available in equipment storage (bats and balls only - no gloves)

Dodge Ball - nets can be put on steel tents but will inhibit other options

Options for an individual Counselor Group:

Corn Hole - 4 sets available. Activity Director responsible for making sure it is protected from rain.

Game room - carpetball, table games (counselor must be present)

Ga-Ga Ball - Located under steel tent on Lakeside or at Oasis on Hillside.

Hillside Steel Tent- Hillside game area including carpetball, ping pong, tether ball

18 Hole Disc Golf - 1st & 10th tee off of brick patio of Dining Hall. Map and discs available upon request.

Nature Scavenger Hunt - prepared search lists available or design your own; please allow review of items list by camp staff

Pickle Ball - Net, four paddles/balls lines (Lines on Lakeside Steel tent floor. Inhibits other play)

Roller Racers - “3,4,5 grades” and younger - available for games or free play

Sidewalk chalk - chalk available; please draw on uncovered sidewalks (rain will wash away)

Spike Ball - 2 sets available

Four Square - Lakeside under steel tent; Hillside on slab marked off with chalk

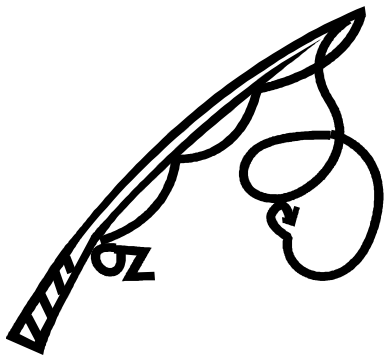
Fishing - As a group, it is ‘cane poles’ & needs to be scheduled. Individuals work out times with counselor. Please see program support Omega to set up time and location.

Also available - jump ropes, Velcro tag vests, beach paddle ball.

Activity Directors **may bring additional small group activities & add** to this list.....

*Ropes Courses - Not available in all programs. See Ropes Course Progression for availability and staffing.

****Service Projects** - Please consider scheduling each counselor group for a service project around the camp at least once during your program. We provide tools and materials to get you started; you provide an adult to supervise and motivate. Some programs help coordinate a specific project before their program begins. Please **contact Steve** at the camp **at least two (2) weeks before** your program to schedule a service project. Steve@lakeaurora.org



FISHING

at Lake Aurora



Equipment

Lake Aurora keeps from 6 to 10 cane poles at the entrance of the Farquahr Deck. Extra hooks, line, and floats are kept inside Pt Aurora. Please be sure they are put back in holders and report any repairs needed to Program Support.

Location

Fishing can take place from the Farquahr Deck, the power boat docks or from boats. Fishing is NOT allowed in the swimming area or from the swim docks. Campers who wade to fish must be accompanied by an adult trained in water rescue techniques, and not enter water deeper than their waist.

Staffing

Lake Aurora does NOT provide staff for fishing supervision or set up.

Fishing does require supervision, and each program will need to supply their own supervisor. It is suggested that the supervisor be someone who enjoys fishing, is able to bait hooks, and is able to coach technique. It works best if the same person does the supervising throughout the entire program, so they can keep the equipment repaired and ready for use.

Bait

Lake Aurora does NOT provide live bait, but may be able to provide bread. Live bait can be purchased in town and is the responsibility of each program.




Caution

- **Hooks are dangerous, so please provide firm and constant supervision.**
- Water can be hazardous, so please keep those fishing safe. Campers fishing from boats must wear life jackets.



Official Tournament Rules of Carpetball

Set Up

1. 2 players - one at each end of table
2. Place 5 balls at each end of table in  pattern.
3. White cue ball is to throw to opposite end.



Rules of Play

1. Scratch of any ball will result in automatic loss of game.
2. In case of tie each player returns one ball to center spot for playoff.
This will continue until one player is eliminated.
3. A complete game shall consist of an equal number of throws by each player.
4. Each player must throw the cue ball from inside the throwing box.
5. No player will be allowed to move his carpetballs to improve his throw.
6. No carpetball shall be reset except those knocked outside of the

Elimination

1. Breakdown for team champion is done by single elimination.
2. Breakdown for camp champion is best two out of three.
3. Campers only are eligible for games.

Definitions

THROW: anytime a cue ball leaves the hand of a player

STRIKE: anytime the carpetball is legally knocked into the pocket and remains in said pocket

SCRATCH: whenever the cue ball or carpetball leaves the table

**Roller Racers available for
2,3,4 grade through 3,4,5 grades only**

Roller Racer Games

Roller Tag: The game is played the same way as regular tag, except that each player is riding a roller racer while playing!

Roller Polo: This game is played like floor hockey, but using shorter sticks and a small ball. Each player must remain seated 😊

Ultimate Roller Frisbee: A Frisbee (or Nerf football) is advanced by throwing it to the other team members. The player holding the Frisbee cannot advance on his/her own—they must come to a stop after each catch and then advance it by throwing it to another team member. It is okay to throw either forward or backward, as long as it is caught.

The goal is to cross a touchdown line without letting the Frisbee touch the ground or be intercepted by the other team. If the Frisbee is ever dropped, it automatically goes to the other team.

Obstacle Course: Requires one Roller Racer for each team of players. Create an obstacle course using cones, fun-noodles or other objects to weave around. Time the course for extra fun!

Roller Races: Use the Roller Racer to race other players, get creative and try passing off a ball, or “push” races that require two people per Roller Racer.

Pedal Go-Karts

TRACK RULES AND SUGGESTIONS

Kids and adults love to ride the karts, they love the wind in their hair and to feel free! Rules should focus on safety and keeping riders free to have fun! If possible use positive words and focus on what participants CAN do instead of what they CAN'T. Since children (and adults) can only remember a couple of things at a time - limit rules to the most important.

RULE SUGGESTIONS

Use all or choose a couple you believe to be the most important:

- ★ Drive Safely!
- ★ Have Fun!
- ★ Ride when track attendant is present
- ★ Ride on track to which you meet height requirement
- ★ Stay on your kart while on the track - if you need help call the attendant
- ★ Ride in the same direction as other riders
- ★ No bumping
- ★ In order to keep all riders safe, riders who violate any rule should be removed from the track

We suggest that an attendant *verify* that each rider knows how to and *is able* to stop

Staffing:

This is an Omega-led activity for instruction. Counselors are needed to stay with their group as it is the counselor's responsibility to ensure safety measures are followed. May modify lap number for safety reasons per age group.

Age Requirements: This activity is available for 6,7,8 grades and younger. Size and weight of camp may limit participation. There are two different size carts. One for smaller/younger campers and one for older campers.

Safety:

Counselors must be present and in control at all times.

Helmets are required for play

A horn blow or whistle may be used to get riders attention to get on/off the karts



HOW TO PLAY CAPTURE THE FLAG LAKE AURORA STYLE



GET ALL TWELVE PIECES OF GOLD on your side of the line to win!

DROP YOUR BOPPER before you cross the line to steal gold.

CAPTURE PEOPLE by tagging them with your bopper when they step onto your side of the line.

GO TO JAIL when you are captured. Put your hands up so you won't get bopped unnecessarily. Wait at the jail until you get rescued!

GET RESCUED FROM JAIL when someone on your team comes and tags you without being caught. Everyone touching jail goes free. Yes, you can form human chains as long as one end is touching the jail.

GET A FREE WALK BACK FROM JAIL for the rescuer and the rescued people. Put your hands up so you don't get bopped. Don't steal gold on the way back — you're back in the game when you touch your side of the line.

GOLD IS SO HEAVY you can only carry one piece at a time.

IF YOU GET TAGGED WHILE CARRYING GOLD you are captured, but you get one last chance to throw the gold away. If your team gets it, they can try to get it to your side of the line. If the other team recaptures it, they put it in one of their bases.

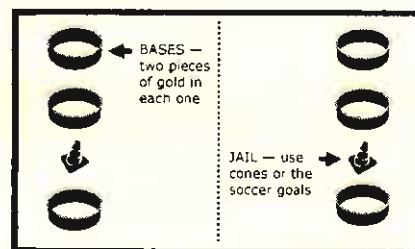
PUT CAPTURED OR RECAPTURED GOLD IN ANY OF YOUR BASES, but don't just pick up gold from one base to move it to another.

GUARD YOUR GOLD, but NOT by holding it, standing on it or standing in the base.

BASES ARE NOT A SAFE ZONE! They are just bases for the gold.

TAG WITH A BOPPER, not by throwing your bopper, tagging with your hands, carrying more than one bopper, or tagging the face or head. No tags above the neck!

USE TEAMWORK AND STRATEGY AND YOU WILL WIN!



“Strong Hold Adventures”

Lake Aurora Ropes Courses Progression

Usage and Facilitators

Lake Aurora has four rope course experiences available to campers at various ages and progressions: the Challenge Course (low ropes), 30 ft Double Zipline with stairs, the Giant’s Swing (50 ft high) and 40 ft Canopy High Ropes Challenge.

The chart below will explain at what age each experience is available and what time of the day it could be scheduled. Training is available and a must (prior to summer camp) for the Low ropes if it will be your program’s objective to get every counselor group through the Low Ropes.

| Program | Low Ropes | Double Zip | Canopy High Ropes Challenge | Swing |
|----------|---|-------------------|---|---------------------------|
| L567 | | Up to two periods | | |
| L678 | Period I x 2 Facilitators Period II x 1 Facilitator | Up to two periods | One to two periods 2 Facilitators | Up to two periods |
| | | | | |
| MAC | Period I & II x 2 LA Facilitators + 1 volunteer staff Choice of Low Ropes, Canopy, OR Swing/Zip | | | Period I 1 Facilitator |
| Survival | 1 evening x 2 LA Facilitators + 1 volunteer staff Choice of Low Ropes, Canopy OR Swing/Zip OR Canopy | | | Period I 1 Facilitator |
| | | | | |
| L912 | Program Self led Get 2-3 Program staff trained prior to summer. | | Morning hours x 2 LA Facilitators + 1 volunteer staff Period IV & V x 2 LA Facilitators + 1 volunteer staff Choice of Swing OR Zip OR Canopy & New addition to Canopy | |
| Aquatics | Program Self led Get 1-2 Program staff trained prior to summer. | | 1 Morning x 2 LA Facilitators + 1 volunteer staff Choice of Swing OR Zip OR Canopy | |

For example... L678 using L.A. Facilitators, they can run two counselor groups through in Period I and one counselor group through Period II. If they want to run more counselors groups through the low ropes, **the Program Director would need to recruit staff that would be willing to get trained on our Low Ropes course prior to summer camp. Call the camp to set up a training.**

Laser Tag at Lake Aurora

Available starting with 567 programs and older. Optional sign up.

Programs 567 and up need to build a two hour block into their schedules for this program.

Normally a 2 hour morning block with swimming in the afternoon and a 2 hour afternoon block for those swimming in the morning.

- Referees required in all types of field play
- Signed waiver required for all players
- **\$10 summer camp usage fee.**





Lakeside Activity Matrix

Completed by Activity Director Monday & turned in during dinner for entire week. One for each day excluding Monday.

| | 9:45 am Period 1 | 10:45 am Period 2 | 2:00 pm Period 4 | 3:00 pm Period 5 | 4:00 pm Period 6 | 6:30 pm Period 8 |
|------------|---------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
| Maple A | | | | | | |
| Maple B | | | | | | |
| Oak A | | | | | | |
| Oak B | | | | | | |
| Palm A | | | | | | |
| Palm B | | | | | | |
| Pine A | | | | | | |
| Pine B | | | | | | |
| Rose A | | | | | | |
| Rose B | | | | | | |
| Azalea A | | | | | | |
| Azalea B | | | | | | |
| Daisy A | | | | | | |
| Daisy B | | | | | | |
| Hibiscus A | | | | | | |
| Hibiscus B | | | | | | |
| Jasmine A | | | | | | |
| Jasmine B | | | | | | |
| Marigold A | | | | | | |
| Marigold B | | | | | | |

**Choice sheets for camper groups available in camp office/
Studio B based on camper age/progression options.**

567 Grade - Monday

Lakeside Activity Matrix

Completed by Activity Director Monday & turned in during dinner for entire week. One for each day excluding Monday



| | 9:45 am Period 1 | 10:45 am Period 2 | 2:00 pm Period 4 | 3:00 pm Period 5 | 4:00 pm Period 6 | 6:30 pm Period 8 |
|------------|---------------------|----------------------|---------------------|---------------------|---------------------|--|
| Maple A | Boating | Power Boat | SWIM | Bible 1 | Social Issue | in Field |
| Maple B | Boating | Power Boat | SWIM | Bible 1 | Social Issue | |
| Oak A | Bible 1 | Game room | SWIM | Power Boat | Social Issue | |
| Oak B | Bible 1 | Game room | SWIM | Power Boat | Boating | |
| Palm A | ARCHERY | Basket ball | Bible 1 | SWIM | Boating | |
| Palm B | Social | Archery | Bible 1 | SWIM | Dodgeball | |
| Pine A | Social | Archery | SWIM | Bible 1 | Dodgeball | |
| Pine B | Disc Golf | Basket ball | SWIM | Bible 1 | Social Issue | |
| Azalea A | Bible 1 | SWIM | Social Issue | Leather | Power Boat | |
| Azalea B | Bible 1 | SWIM | Social Issue | Leather | Power Boat | |
| Daisy A | Nature | SWIM | Bible 1 | Boating | Social | Big Group Game |
| Daisy B | Roller Racer | SWIM | Bible 1 | Boating | Social | |
| Hibiscus A | Archery | Social Issue | Nature | SWIM | Bible 1 | |
| Hibiscus B | Group Game | Social Issue | Roller Racer | SWIM | Bible 1 | |
| Jasmine A | Social Issue | Leather | Social Issue | SWIM | Bible 1 | |
| Jasmine B | Social Issue | Leather | Social Issue | SWIM | Bible 1 | |
| Rose A | Social | SWIM | Archery | Bible 1 | Roller Race | |
| Rose B | Social | SWIM | Archery | Bible 1 | Roller Race | |

✓ - Canteen

Choice sheets for camper groups available in camp office/Studio B based on camper age/progression options.



Hillside Activity Matrix

Completed by **Activity Director** Monday & turned in during dinner for entire week. One for each day excluding Monday.

| | 10:45 am Period 2 | 11:45 am Period 3 | 2:00 pm Period 4 | 3:00 pm Period 5 | 4:00 pm Period 6 | 5:00 pm Period 7 | |
|---------------|----------------------|----------------------|---------------------|---------------------|---------------------|---------------------|--|
| Philip A | | | | | | | |
| Philip B | | | | | | | |
| Andrew A | | | | | | | |
| Andrew B | | | | | | | |
| Simon A | | | | | | | |
| Simon B | | | | | | | |
| Bartholomew A | | | | | | | |
| Bartholomew B | | | | | | | |
| Thomas A | | | | | | | |
| Thomas B | | | | | | | |

Choice sheets for camper groups available in camp office/Studio Sea based on camper age options.



Hillside Activity Matrix

Completed by **Activity Director** Monday & turned in during dinner for entire week. One for each day excluding Monday.

| | 10:45 am Period 2 | 11:45 am Period 3 | 2:00 pm Period 4 | 3:00 pm Period 5 | 4:00 pm Period 6 | 5:00 pm Period 7 | |
|---------------|----------------------|----------------------|---------------------|---------------------|---------------------|---------------------|--|
| Philip A | | | | | | | |
| Philip B | | | | | | | |
| Andrew A | | | | | | | |
| Andrew B | | | | | | | |
| Simon A | | | | | | | |
| Simon B | | | | | | | |
| Bartholomew A | | | | | | | |
| Bartholomew B | | | | | | | |
| Thomas A | | | | | | | |
| Thomas B | | | | | | | |

Choice sheets for camper groups available in camp office/Studio Sea based on camper age options.

REVOLUTION

LAKE AURORA CHRISTIAN CAMP JOHN 13:35

SECTION 3:

CAMP FORMS

SOME MATERIALS ONLINE AND NOT PRINTED HERE

The following rules are sent to the campers in a slightly different format with their confirmation information. They have signed a pledge on their registration cards that they would abide by these rules.

This atmosphere acronym is explained on Sunday afternoon to the campers at orientation.

Rules for creating a good

A - T - M - O - S - P - H - E - R - E

1. ATTITUDE

Christian conduct and character are expected to be evident at all times. - **This includes counselors.**

2. TIME

You will be expected to follow the schedule and be on time. - **Help counselors understand it is their responsibility to get campers to their activities & bells are not rung. Wear a watch!**

3. MISSING

You will not be permitted to leave the grounds except for scheduled excursions. **Counselors need to clear any off campus ventures with the Program Director.**

4. ON AND OFF

Your dress should be of a modest nature. The standards of the world are not the standards of Lake Aurora. This especially includes swimsuits. -- **Counselors/Program staff have the opportunity to teach modesty and can ask campers to change or put a dark colored T-shirt on. Counselors are expected to have modest dress as well. [See Focus 6.](#)**

5. SICKNESS

All sickness and accidents must be reported to your counselor or camp nurse promptly. **(Counselors should ensure that all medication is turned in and administered through the nurse.)**

6. PROMOTION

Shirts and clothing promoting alcohol or tobacco products, with suggestive statements, grotesque scenes, or other graphics not consistent with a Christian environment may not be worn or displayed. This will include bumper stickers and signs on vehicles.-- **Campers can be told to change - again, a teaching opportunity.**

7. HEALTHY

Tobacco, alcoholic beverages, illegal drugs, and other such products are not permitted. **Camp staff has the right to search with proper procedures. Notify Dir. of Summer Programs.**

8. EDUCATION

To aid in creating a good environment for learning, electronic equipment (“gameboys”, Ipods, etc.) & wifi enabled electronics (Smart watches) should not be brought and if brought, will be confiscated for the duration of the program. -- **Labeled & stored for safe keeping for program duration & then returned.**

9. RIGHTS

While at camp your rights will be determined by The Golden Rule of Christ. Christianity is and always has been a religion that was based on one “denying ones self”. This principle will affect what you say, what you do, what is expected out of you, and what you can expect out of others.

10. EMERGENCY

Telephone usage by campers will be for emergency use only. Campers should plan to communicate with their parents and friends by writing. -- **Cell phones are NOT permitted & can be removed and stored for the duration of the program.**

Lake Aurora High Five Contract

5 tips for creating a great camp atmosphere

Who doesn't love a high five? What better way to help celebrate campers experience and reinforce the positive lessons that campers have each day than a high five? As campers go through their day, even with 100's of other campers and counselors around, it is so important that each camper is challenged and then celebrated.

The High Five Contract takes this interaction between campers and counselors to a new level that allows us to keep the basics of camping in mind. ***Safety First, Respect, Love, Try and Have Fun!***



Safety First!

1. Safety First - Always. In everything we do. While Lake Aurora's mission is to meet all campers where they are and lead them to Christ. We have no greater job each and every day than to ensure our campers physical and emotional safety.

Creating an environment where every child is recognized as a child of God and helping them see the beauty in themselves is the goal of every Lake Aurora program and should be the goal of every interaction between campers and counselors.

Add this philosophy to the risk management procedures we already have in place and we can create a safe place for kids to be themselves.



Respect!

2. Respect - This is simply respecting the 3 P's. Person, privacy and property. Creating a place where campers are not only loved but respected as individuals AND as decision makers, we are able to have a maximum impact on those campers. Campers are also encouraged to respect each other. Campers should be free from bullying and peer pressure in a camp environment.



Love!

3. Love - Love is the basis of our Faith. It is what Jesus showed in every interaction he had with people. Therefore, we should love all campers. Especially the ones that are hard to love. As we show love and acceptance to all campers equally, so will they reciprocate that love to one another.



Try!

4. Try - At Lake Aurora we always "challenge by choice". We use this phrase to allow campers to realize that anything risk they take is by choice and that we are here to simply support them. Getting campers out of their comfort zone allows them to build trust with others and with God.



Have Fun!

5. Have Fun! - This is the most critical part of the High Five Contract. If the other 4 components are there, then this is the easy one. In an atmosphere where campers are safe, respected, loved and challenged, they can't help but enjoy every minute of their camp experience and then take that experience, along with the lessons they've learn, back home to impact their homes, schools and churches.

Lakeside Campus WORKER ASSIGNMENT Sheet

Return to camp office **no later than 2 weeks before** program

You may e-mail emmalee@lakeaurora.org



PROGRAM _____ DATE _____

Administrative Team

| | Print Name | Assign Housing: |
|------------------------|------------|-----------------|
| Program Director | _____ | _____ |
| Asst. Program Director | _____ | _____ |
| Chaplain | _____ | _____ |
| Activities Director | _____ | _____ |
| Missionary | _____ | _____ |
| _____ | _____ | _____ |



“Lakeside Villas” available for auxiliary staff. One for males, one for females or couples. Queen size bed in each room. **Oak Villa** also has a day bed with two twins. **Beachside Villa** has queen bed/bath. **P.D. Apartment** has a queen size bed and a pullout couch in its living space. Four beds are reserved in each dorm for counselors, support staff or dependents. They will be “released” to campers once we receive your assignments. **Bottom line** leaving at least 14-16 beds per unit for campers.

COUNSELING TEAM (grades 1-3 use 1:5 ratio, grades 4-9 use 1:8, grades 10+ use 1:8)

Male Counselors

| | | |
|--------------|----------|--|
| MAPLE | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| OAK | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| PALM | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| PINE | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| ROSE (B’Ros) | 1. _____ | 2. _____ |

Female Counselors

| | | |
|----------|----------|--|
| AZALEA | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| DAISY | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| HIBISCUS | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2 _____ | |
| JASMINE | 1 _____ | (3rd counselor only needed for grades 1-3 for a 1:5 ratio) |
| | 2. _____ | |
| MARIGOLD | 1 _____ | _____ |
| | 2. _____ | |

Could be used for extra female Auxillary also
 The camp office needs your housing assignments **no later than two weeks before** your program begins. You may e-mail (emmalee@lakeaurora.org). Include dependents

Hillside Campus WORKER ASSIGNMENT Sheet



Return to camp office **no later than 2 weeks before** program

You may e-mail emmalee@lakeaurora.org



PROGRAM _____ DATE _____

ADMINISTRATIVE TEAM

The Hillside campus can be more flexible. This team can “wear more than one hat”. It is advised to have at least 3 persons on the administrative team. This would include the Program Director and 2 other adults to carry the various roles of Director, Activity Director, Chaplain, Missionary, Music, etc.

Print Name

Assign Housing:

| | | |
|------------------------|--|--|
| Program Director | | |
| Asst. Program Director | | |
| Chaplain | | |
| Activity Director | | |
| Missionary | | |
| | | |
| | | |

Four beds are reserved in each cabin for program staff (2 counselors plus 2 other staff). An option would be to release the two extra staff beds to campers and take half of a cabin for auxiliary staff. **Bottom line** is not taking more than 14 beds from campers. Thomas A is used for auxiliary housing & has 2 bunk beds & full size futon. Thomas B is nurse housing (2 bunks) & infirmary. James\John has a queen bed in the back bedroom.

COUNSELING TEAM (grades 2-4 use 1:5 ratio, grades 4-9 use 1:8)

Philip Counselors - Cabin #1 (Boys)

| | |
|---------|---|
| 1 _____ | |
| 2 _____ | <i>(3rd counselor only needed for H234 for a 1:5 ratio)</i> |

Andrew Counselors - Cabin #2 (Boys)

| | |
|---------|---|
| 1 _____ | |
| 2 _____ | <i>(3rd counselor only needed for H234 for a 1:5 ratio)</i> |

Simon Counselors - Cabin #3 (Girls)

| | |
|---------|---|
| 1 _____ | |
| 2 _____ | <i>(3rd counselor only needed for H234 for a 1:5 ratio)</i> |

Bartholomew Counselors - Cabin #4 (Girls)

| | |
|---------|---|
| 1 _____ | |
| 2 _____ | <i>(3rd counselor only needed for H234 for a 1:5 ratio)</i> |

Thomas A - Auxiliary Housing - 2 bunk beds & 1 fullsize futon

| | |
|---------|---------|
| 1 _____ | 3 _____ |
| 2 _____ | 4 _____ |

Assumption: 2 boys, 2 girls cabins. It is recommended to have some counselors on stand by if at all possible since we can not predict gender registrations. Please feel free to call to check on registration status.



The camp office needs your housing assignments **no later than two weeks before** your program begins. You may e-mail (emmalee@lakeaurora.org). Include dependents



Decision Cards...

Vital tool in providing follow-up for those making decisions.

Please note the following:

- ❑ Adult must complete card to ensure accuracy.
- ❑ Chaplain or other Administrative team member should note contact information on back of card (i.e. left message, answering machine, no answer, etc.) including the date and time.
- ❑ Once contact has been made, the name of the parent granting/denying permission should also be noted on the card.

Attention Chaplain:

The Chaplain should read Focus #5 ANNUALLY prior to the camp program to refresh their memory on procedures and policies regarding Life Decisions at camp.



| | | |
|---|-----------------------|--|
| Decision Card... | | Counselor or Chaplain must write information - not camper. |
| Circle Program: Lakeside, Hillside, Canoe | | _____ Grades |
| Camper Name _____ | | |
| Mailing Address _____ | | |
| | | ST _____ Zip _____ |
| M or F | Birthdate ___/___/___ | Parent's Name: _____ |
| Home Ph: _____ | | Cell Ph: _____ |
| Home Church or church group camper came with: _____ | | |
| | | City _____ |
| Type of Decision Made: | | Date of Decision _____ |
| <input type="checkbox"/> Baptism | | |
| | | Date of immersion: ___/___/___ |
| Baptized by: _____ | | |
| <input type="checkbox"/> To be baptized at home | | |
| <input type="checkbox"/> Not Ready for baptism | | |
| <input type="checkbox"/> Permission Denied | | |
| <input type="checkbox"/> Rededication | | <input type="checkbox"/> Life Recruit |
| <input type="checkbox"/> Other _____ | | |
| Name of person doing the counseling: _____ | | |
| Name of person making contact with parent: _____ | | |
| Note on back date/time of contact and response | | |
| Office Use Only: Sent Baptismal Certificate _____/_____ Sent Camper Letter _____/_____ Sent Minister Letter _____/_____ _____ | | |

Reminder! - Check Out - Sign out for elementary programs serving groups 456 and younger.

Before a camper is released - signature must be gained from the person picking them up.

- This will be done by **program staff at the campus meeting area** (Chapel or James/John) until 30 minutes passed pick up time (10:30 am/2:30 pm) at which time Lake Aurora staff will take over for the remaining campers.
- The Yellow Checkout Gate card will still be in effect as a secondary safety check.

| Side Camps Elementary H345 5 Days Male Attendee Sign-Out | | | | Event End Date: 8/4/2016 |
|--|-----------------|-------|----------|--------------------------|
| Last Name | First Name | ID# | Cabin | |
| Ball | Dylan | 54237 | Philip A | |
| Ball | Julian | 54233 | Andrew A | |
| Banta | Cameron | 14742 | Philip B | |
| Barbare | Max | 50102 | Andrew A | |
| Castillo | Lucas | 52712 | Philip B | |
| DeLong | Deacon | 54202 | Andrew A | |
| Dorsey | Samuel | 54283 | Andrew B | |
| Fisk | Talyn | 54201 | Andrew A | |
| Ford | Joseph (CONNOR) | 50074 | Philip B | |
| Gabrick | David | 54142 | Philip A | |
| Godfrey | Wyatt | 18027 | Philip A | |
| Grammas | Hunter | 14181 | Philip A | |
| Harrington | Kaleb | 49797 | Philip B | |
| Hotchkiss | Kerik | 53071 | Philip A | |
| Johnson | Dylan | 50292 | Andrew A | |
| Johnson | Vayle | 50291 | Andrew A | |
| Kirchner | Anias | 54594 | Andrew B | |
| Kirchner | Doron | 54593 | Philip B | |
| Meyer | Jacob | 53487 | Philip B | |
| Mocherman | Clay | 14419 | Philip A | |
| Owens | Brockton | 16612 | Andrew B | |
| Sherman | Jared | 29223 | Philip B | |
| Smith | Larry | 49775 | Andrew A | |
| Staniec | Payton | 50176 | Philip B | |
| Stroup | Lincoln | 54292 | Andrew B | |

* Began with 2017 Summer





Food Service Requests

Please let the camp kitchen know in **advance of your program (at least 2 weeks prior)** what special needs or requests you have for the kitchen. This may be a banquet request, dorm treats for best dorm, picnic, etc.

Any questions can be emailed to [Liz Kretzer at Liz@lakeaurora.org](mailto:Liz.Kretzer@lakeaurora.org). Meals can be a great continuation of your themes. Ask how it can be enhanced. Some limitations based on “progression of camper experiences” and/or budget.

Please also note any special medical health needs regarding food that staff/counselors may have.

Meal Time Shifts

Breakfast

Lakeside/Life Exped. - 7:45

Hillside - 8:30

Lunch.....

Lakeside - 12:00

Hillside - 12:45

Dinner....

Lakeside - 5:30

Hillside/Life Exp. - 6:30

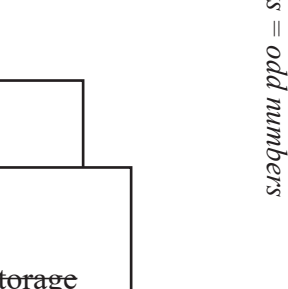
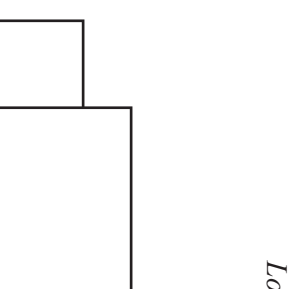
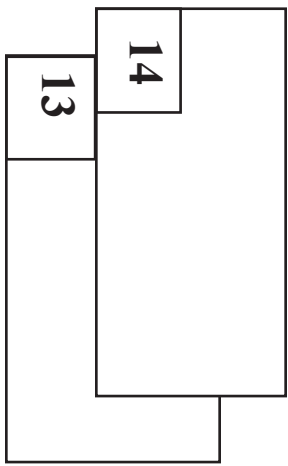
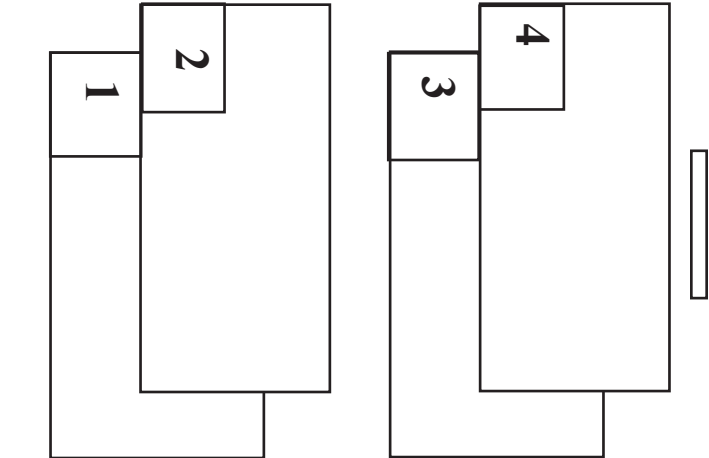
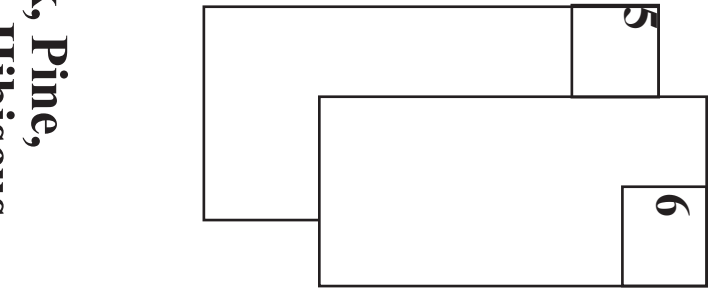
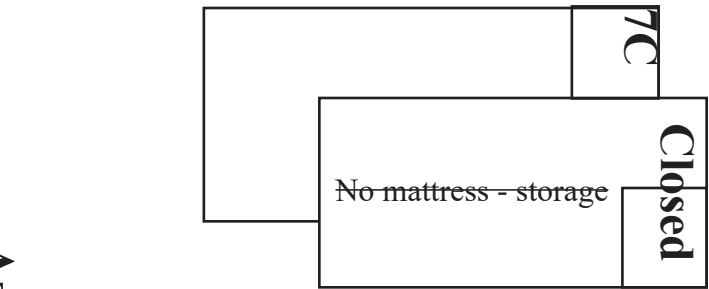
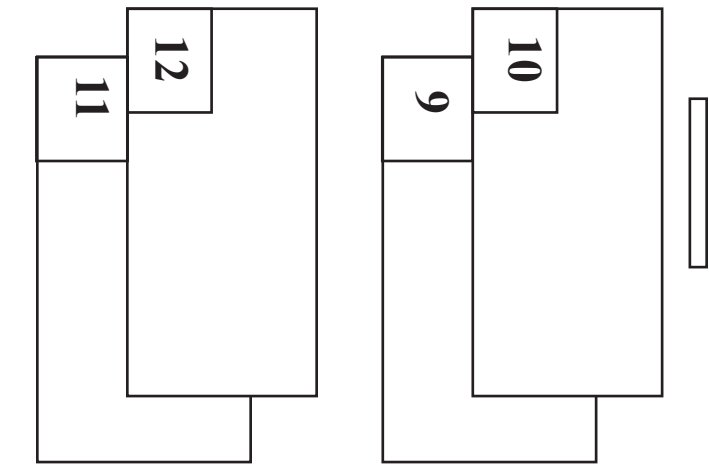
Program Name: _____ Date of Camp Week: _____

Program Director's Name: _____

Special Meal Requests:(i.e. theme meals, banquet, picnics, etc.) _____

Other food items needed for this camp program:(i.e. S'mores, ice cream, best dorm awards, etc.)

Please return to “[Attention: Liz](mailto:Liz.Kretzer@lakeaurora.org)” Lake Aurora 237 Golden Bough Road Lake Wales, FL 33898



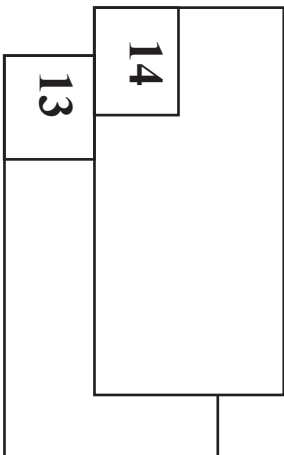
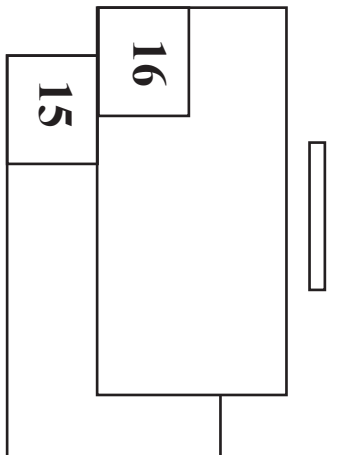
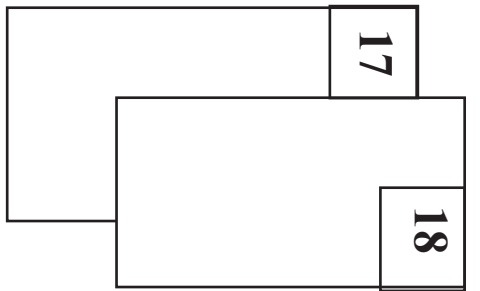
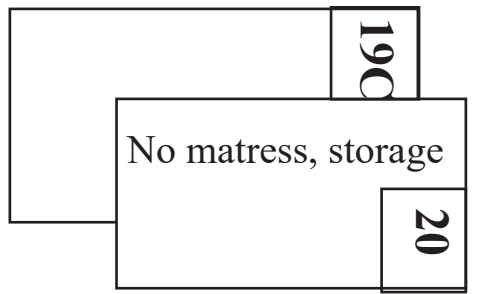
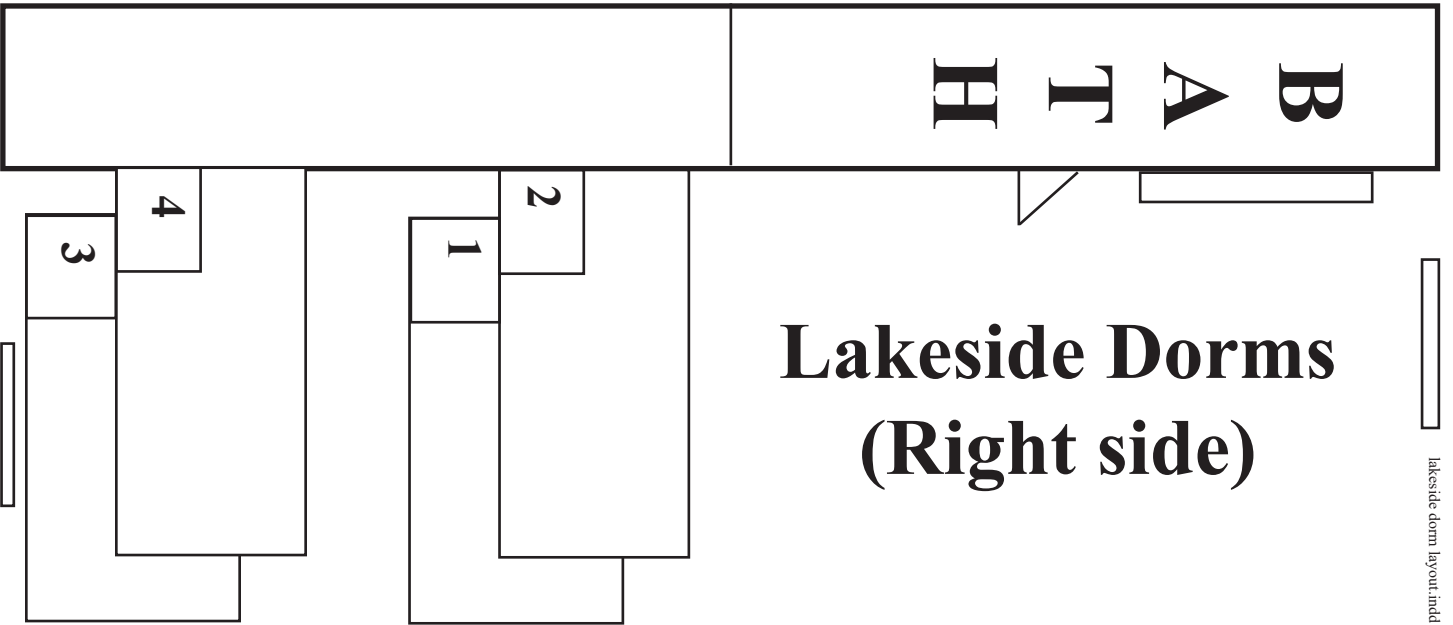
**Oak, Pine,
Azalea, Hibiscus**
Upper bunks = even numbers
Lower bunks = odd numbers

Lakeside Dorms (Left side)

lakeside_dorm_layout.indd

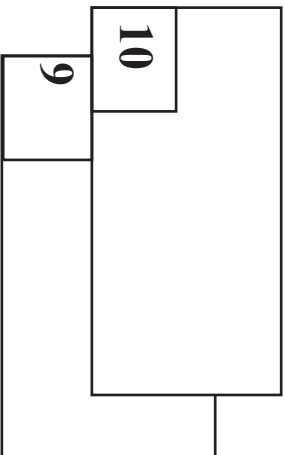
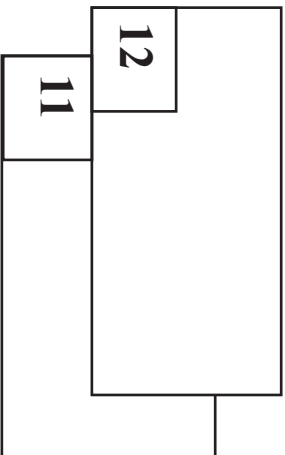
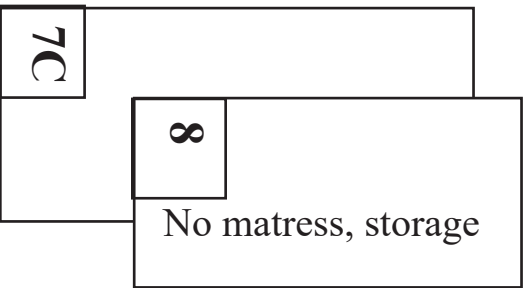
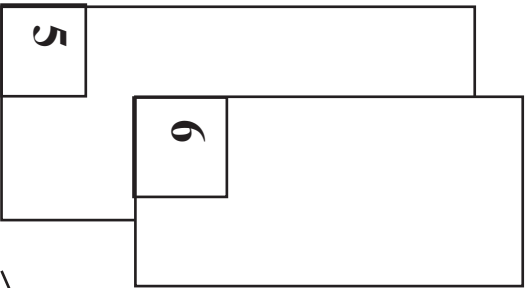
BATH

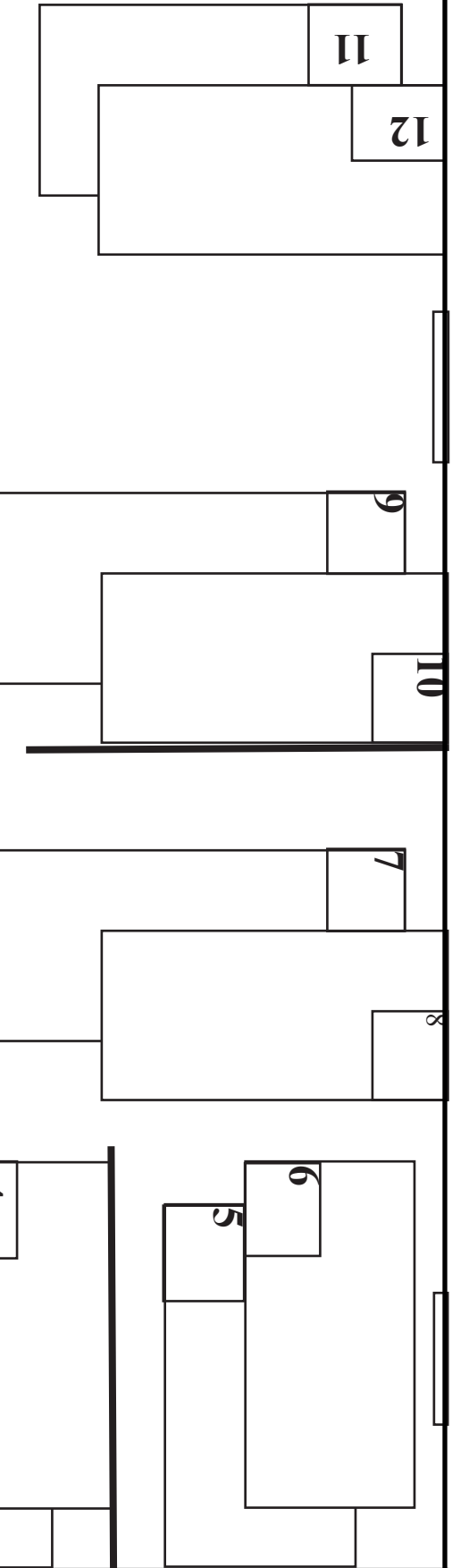
Lakeside Dorms (Right side)



Maple, Palm, Daisy, Jasmine, Rose

*Upper bunks = even numbers
Lower bunks = odd numbers*

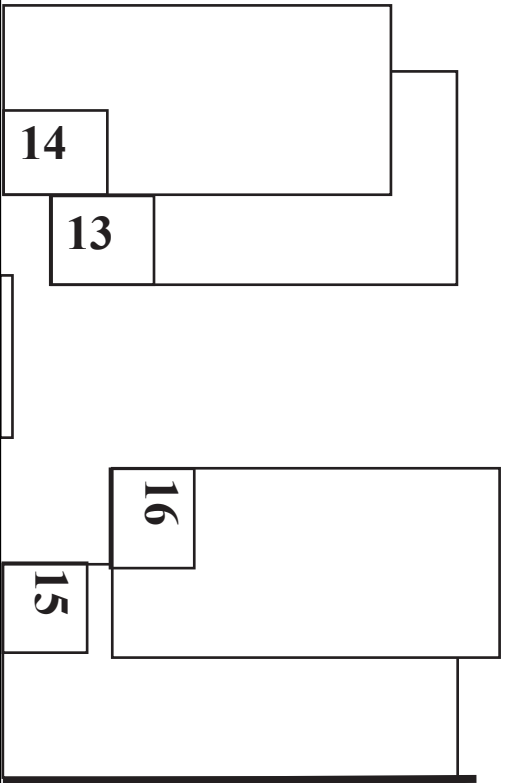




side door

Marigold

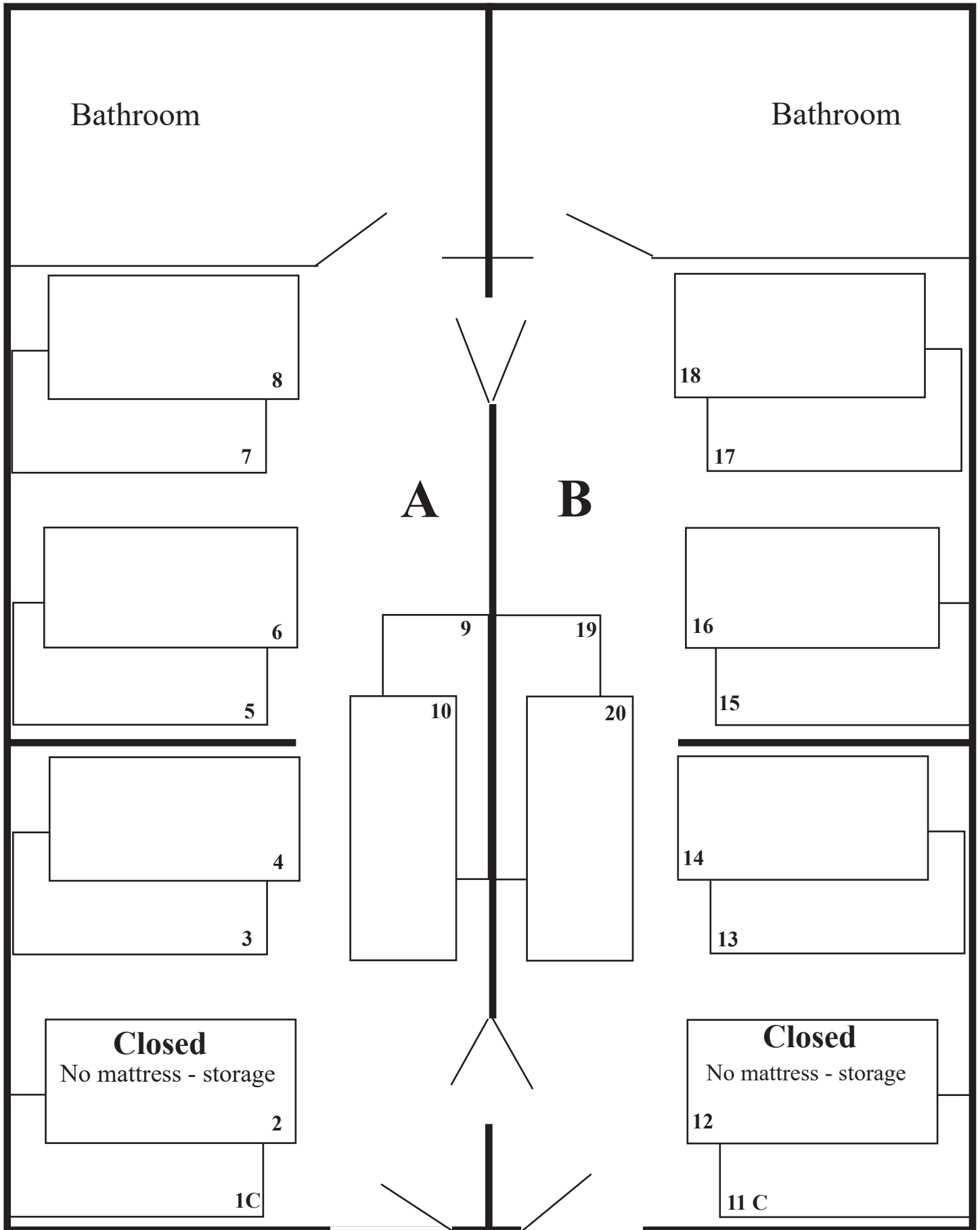
Upper bunks = even numbers
Lower bunks = odd numbers



couch

**B
A
T
H**

Hillside Cabins





SECTION 4:
STAFFING AND SCREENING
SCREENING MATERIALS ONLINE

Recruiting a Lakeside Team

Lake Aurora selects **Program Director**



Program Director should next select:

⇒ **3 Volunteers for the Basic Administrative Team.... (See Focus #1)**

Asst. PD - Assists the PD & be the primary coach & encourager of counselors

Activity Director - Organize daily activities, & coordinate & support counselor schedules

Chaplain - Will preach, teach, coach counselors, counsel campers with spiritual decisions

⇒ **2-5 volunteers for Optional Additional Administrative Team (See Focus #1)**

Worship Leader/Team

Teachers... (If counselors will not be teaching Small Group Bible Study)

Missionary

Team is responsible for training the Counselors... using “Focus Series” #1-#7, Protocols for ministering to campers, Recommended Reading resources, time on campus.

To aid in recruitment, select your administrative team first and let them help recruit counselors.

The camp receives notice and applications from individuals and parents wishing to work in programs. We will forward their application to you but we are still counting on you and/or your team to screen volunteers for suitability by checking references on those you do not personally know. Some churches require someone from their church attend with any youth attending. Please try to accommodate this philosophy.

⇒ **18 Counselors needed for programs L345 and up (See Focus #2 for qualifications)**

8 Male counselors

10 Female counselors

(L123 is limited to 75 campers - 1 counselor for every 5 campers)

⇒ **Paperwork needed on each volunteer** including workers under 18. Yearly online volunteer worker application required. Screening expires after 5 years. Check status with camp office.

New counselors or volunteers not in attendance last summer must turn in all of the following...

- 1) Lake Aurora ONLINE Worker Application - includes health form
- 2) Completed DIGITAL Fingerprinting (AHCA DCF Clearinghouse)
- 3) Affidavit of Good Moral Character
- 4) FDLE Request form completed for submission (Online form)
- 5) Copy of Driver's License

Assign to Housing units and counselor groups using “Worker Assignment” Sheet...

Counselors who are bringing dependents or need to have specific campers (including their own child) in their dorm/counselor group, need to **submit those camper names to the camp office 3 days prior** to the program beginning!!! VERY IMPORTANT!

- ⇒ Each Dorm is reserved 2 counselor beds and 2 auxiliary staff beds. If you do not use the auxiliary beds we will release them for camper beds. The registration department will call you if the program is filling to that point.

Once we receive your housing assignments we will not switch counselors from dorms or A/B groups. **If requests to switch are made from counselors,** clearance will need to come from you, the P.D.

Recruiting a Hillside Team



Lake Aurora selects Program Director

Program Director should next select

(The Hillside campus can be more flexible. This team can “wear more than one hat” but, counselors should not wear an “administrative hat” and vice versa. It is advised to have at least 3 persons on the administrative team. This would include the Program Director and 2 other adults to carry the various roles of Director, Activity Director, Chaplain, Missionary, Music, etc.)

⇒ 1-2 Volunteers for the Basic Administrative Team... (See Focus #1)

Asst. PD Activity Director Chaplain

⇒ 1-2 volunteers for Optional Additional Administrative Team

Worship Leader/Team

Teachers... (If counselors will not be teaching Small Group Bible Study)

Missionary

Team is responsible for training the Counselors... using “Focus Series” #1-#7, Recommended Reading resources, time on campus.

To aid in recruitment, select your administrative team first and let them help recruit counselors.

The camp receives notice and applications from individuals and parents wishing to work in programs.

We will forward their application to you but we are still counting on you and/or your team to screen volunteers for suitability by checking references on those you do not personally know. Some churches require someone from their church attend with any youth attending. Please try to accommodate this philosophy.

⇒ 9-10 Counselors needed for programs H456 and up (See Focus #2)

4-5 Male counselors (dependent of gender split of campers)

4-5 Female counselors

(12-14 Counselors needed for H234s) 1:5 ratio = 3 counselor groups per cabin

⇒ **Paperwork needed on each volunteer** including workers under 18. Yearly online volunteer worker application required. Screening expires after 5 years. Check status with camp office.

New counselors or volunteers not in attendance last summer must turn in all of the following...

1) Lake Aurora ONLINE Worker Application - includes health form

2) Completed DIGITAL Fingerprinting (AHCA DCF Clearinghouse)

3) Affidavit of Good Moral Character

4) FDLE Request form completed for submission (Online form)

5) Copy of Driver's License **Assign to Housing units and counselor groups using**

“Worker Assignment” Sheet...

Counselors who are bringing dependents or need to have specific campers (including their own child) in their dorm/counselor group, need to **submit those camper names to the camp office 3 days prior** to the program beginning!!! **VERY IMPORTANT!!**

⇒ Each Dorm is reserved 2 counselor beds and 2 auxiliary staff beds. If you do not use the auxiliary beds we will release them for camper beds. The registration department will call you if the program is filling to that point.

Once we receive your housing assignments we will not switch counselors from dorms or A/B groups. **If requests are made from counselors**, clearance will need to come from you, the P.D.

ONLINE WORKER PAPERWORK ACCESSIBLE AT [REGISTER.LAKEAURORA.ORG/HR](https://register.lakeaurora.org/hr)

All summer volunteers will need to create a login unless they already have a Lake Aurora login from previous summers or used when registering campers as a parent or leader.

Once logged in, click “apply now” and choose “2024 Summer Camp Volunteers”

The entire paperwork process other than fingerprints and the Affidavit of Good Moral Character is done through this site.

PLEASE NOTE: All volunteers, even returning workers, must fill out the online volunteer paperwork. **If volunteers filled out the online paperwork last year, everything will be auto-completed and only needs to be updated. Look for current year application.**

Once the online worker paperwork has been filled out, the applicant will receive an email with directions to complete the background screening including fingerprinting. If you are unsure of your background screening status, please contact us at info@lakeaurora.org.

Core training for the Focus Series is **REQUIRED** of all workers. Make sure returning workers read over the information each year to refresh their memory. Especially in the areas of counseling, discipline and spiritual decisions. 2023 Protocols for ministering to campers is **REQUIRED** reading.

Fingerprinting is **REQUIRED PRIOR** to being in contact with children. Even counselors 16-17 years old.

Exception to fingerprinting-

- Public school teachers with a letter submitted to camp on official letter head that they are in good standing.
- Prior Fingerprint through DCF/AHCA - names submitted through clearinghouse to verify. Most child care agencies and medical staff are in this Clearinghouse and we can access their prints if they complete the Clearinghouse forms.

[Click here](#) for Training Page and required Focus Reading.



Protocols for ministering to Campers' Questions about Sexual Orientation

Potential Scenarios that may arise in a camp setting.

- A female camper makes the comment, "I think I would rather be a boy" in your small group time.
- A male camper confides to a faculty member that they are attracted to boys not girls.
- A female camper tells her dorm supervisor that another female camper keeps making inappropriate comments to her, concerning things she would like to do to her.
- Two high school girls are holding hands and embracing each other affectionately.
- A male camper gropes the genitals of another male camper.
- I have several friends who are transgender, is that a sin?

Take a Breath!

- Respond, do not React. Pray for insight and a calm spirit.
- A lot of children are truly damaged. The impact of that damage often is display in a safe environment like camp.
- A child's behavior is often due to trauma, peer pressure or social norms.
- Know who's asking – question could come from any number of motivating factors.

Determine who the behavior / comment directly impacts.

- Other Campers
 - Does it violate the camp's Code of Conduct?
 - Bullying or intimidating other campers
 - Encouraging or talking positively about sinful behavior
 - In Appropriate Touch
- The individual themselves
 - Direct comments "Rather be a boy."
 - Desires to be called by a name associated with the opposite gender.
 - Shares with a faculty member that they are questioning their Gender Identity.
 - Request to sleep in the opposite gender cabin.

Actions Steps - Behavior that impacts others.

- Acknowledge their struggle, but do not legitimize their behavior.
 - "I am want to understand how you feel, but you must understand why your actions towards _____ was not appropriate."
 - Conversation as to why the behavior is not acceptable.
 - Help them understand the need for camp to be a safe environment for everyone.
 - We need to identify sin with love and grace. Respond with compassion and ministry rather than condemnation and rejection.
- Does the Behavior constitute immediate dismissal?
 - Severe violation of code of conduct
 - Individual's behavior has become so impactful that other campers feel unsafe or have a desire to leave camp.
- Is the behavior correctable?
 - Conversation as to why the behavior is not acceptable.
 - Consequences if behavior continues.
 - Removal from small group/cabin
 - Dismissal from camp

Actions Steps - Behavior that impacts the individual themselves.

- Initiate a private conversation with camper. Either with a third party or in sight of others.
 - "I would love to talk about this with you in a more private setting."
 - "I really appreciate your willingness to share this."
 - No more than two or three individuals plus the camper."
 - A member of the same sex of the camper should be one of the individuals.
 - Involve the small group leader or dorm parent that the camper confided in, if they are over 18.

- If the person who the camper confided in, is a fellow camper or an under 18 faculty member, share with the camper that person who told the Program Director was not “telling on the person” but only desires the best for them.
- Asking Good Questions
 - Listen Well. Create a safe environment.
 - Do not ask Yes or No questions. Intent is to create more information.
 - This conversation may be the first time the camper has been able to discuss this in a non-threatening environment.
 - Do not make assumptions.
 - Gender identity kids are struggling out of woundedness.
 - It is rarely rebellion that causes gender identity confusion.
- Gather information.
 - Why do you want to go by that name?
 - How does being addressed by that name make you feel?
 - What brought you to the decision that you want to be a boy / girl?
 - Help me understand why you feel this way?
 - Who in your circle of friends knows about these feelings?
 - Are your parents aware of your feelings?
 - Do you have an adult at your church or school that you have shared this with?
- Determine a course of Action.
 - Will parents be notified? If so how and by who?
 - Will staff from camper’s church be notified?
 - Any resources offered (i.e., counselors, information, books)

General Issues

Counselors/staff team should not allow campers to inappropriately advance their own personal or political agendas. If a camper attempts to promote personal topics, such as his or her transgender identity, that is not relevant to the subject matter being taught, the faculty member should redirect the conversation to the subject. Staff/Volunteer team should recognize there is a proper “time, place, and manner” for this and redirect the discussion to the lesson, and then follow up with the student one-on-one if needed.

Responses to questions should be straightforward and truthful. Disagreements about gender identity issues should be referred to the Volunteer Program Director or Summer Camp Executive Director.

Counselors/Adm Team should never become confidants to campers or make a promise of keeping a student’s “gender identity” confidential from his or her parents or guardians.

If ministry staff from the campers church are volunteers during the week of camp, they should be involved in all conversations with and about the camper.

Resources

Rethinking Sexuality: God’s Design and Why it Matters, Dr. Juli Slattery

Why Does God Care Who I Sleep With? Sam Alberry

Messy Grace, Caleb Kaltenbauch

Messy Truth, Caleb Kaltenbauch

3CA periodical – “How to Respond to Campers’ Questions about Sexual Orientation”

Online Resources

<https://www.thegospelcoalition.org/article/the-christian-response-to-gender-dysphoria/>

<https://www.focusonthefamily.com/parenting/a-biblical-perspective-on-transgender-identity-a-primer-for-parents-and-strugglers/>

<https://www.crossway.org/articles/4-ways-christians-can-navigate-cultural-confusion-around-gender-in-the-coming-decade/>

<https://www.focusonthefamily.ca/content/helping-children-with-gender-identity-confusion>

