COUSELOR HANDBOOK

Cowboy's Rest

CHRISTIAN CAMP & RETREAT CENTER

JIGGS, NEVADA

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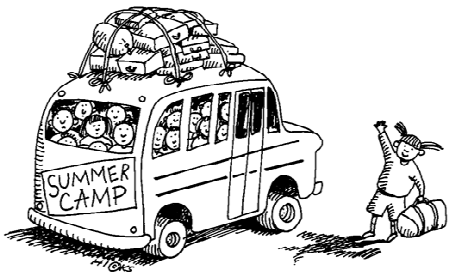

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Introduction

What do covered wagons, loud music, wading pools full of spaghetti, paintball welts, and loads of fun have in common? You can find them all at camp!

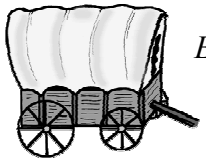
Also at camp you will find special people: leaders, listeners, teachers, friends. Camp Staff come in many shapes and sizes...

Some look like they know what they're doing. Some don't.

Some can carry a tune. Some can't.

Some of them can eat eight helpings of mashed potatoes in one sitting. Some can't.

But all of them must be able to do one thing: communicate God's love and truth to our campers.



Excited? We hope so!

Nervous? Probably.

This handbook has been put together to help you to prepare for the adventures and challenges you will face this summer. We realize there is a lot of material, and we don't expect you to memorize it. We do, however, ask that you read it over, jot down any questions, and bring it with you as a reference at camp.

Determine right now that what's ahead is a chance for you to discover new things about yourself, God, our campers, and your fellow Staff Members. Find joy in the knowledge that your Father has been planning for this time at camp and your growth here since before the foundation of the world.

May His blessing be with you as you serve Him and His children this summer!

The Role of the Summer Staff

Our staff carries the weighty responsibility of modeling true Christian behavior and attitudes while working to ensure the camp functions. While it is easy to be carried away by the pressure and busyness of camp, we must remember whom we are serving: our gracious and awesome Lord and the precious campers He has brought to us.

As a Staff Member, you can expect to be challenged and stretched. Your jobs could range from sawing stumps to teaching toddlers, from sautéing sausage to polishing porcelain. It will take all of us working together humbly with the power of our Heavenly Father to see this summer a success.

"Be joyful always; pray without ceasing; in everything give thanks, for this is God's will for you in Christ Jesus." I Thessalonians 5:16-18

Purpose and Objectives

Our Purpose… to serve and honor our Father and allow Him to do His work in the lives of every individual with whom we come into contact. (I Cor.10:31, Matt. 25:40, Matt. 10:38-42)

Our Objectives…

1. **to create an environment in which our campers can hear the voice of their Maker.**
    a. free of the distractions of the secular world and technology
    b. full of fun, joy, and the enjoyment of His creation
2. **to allow Christ to live His life in us in every situation -** modeling how He can be a part of every activity, every day, whether that be during devotions and meetings, or recreation and meals.
    a. in our relationships with one another - I John 4:12, John 15:12
        i. resolving differences in a Christian manner
        ii. preserving the unity of the body
    b. in good times
        i. giving thanks, praising God, expressing joy
    c. in difficult times
        i. always praying and full of His peace
    d. even the "little stuff" – I Cor. 10:31

3. **to make disciples – both of campers and of staff** (Matt. 28:19-20)
    a. helping our campers to grow
        i. by demonstrating God's love & tenderness
        ii. teaching them to study and apply Scripture
        iii. helping them forge relationships that nurture growth in Christ
            1. beneficial relationships with Christian adults
            2. wholesome, uplifting relationships with Christian peers
        iv. helping them understand how they can contribute to their families, churches, and communities
    b. helping one another to grow
    c. helping ourselves to grow
        i. devoting time to the Word and prayer
        ii. putting on the armor of God each day – Eph. 6:10-19
        iii. asking God for a servant's heart – Phil. 2:2-8

Staff Characteristics

Responsible – worthy of responsibility or trust; obligated to answer for actions; answerable to some authority

Reliable - high degree of certainty and predictability

Disciplined – trained to act in accordance with the rules; brought to a state of order

Flexible – capable of being bent without breaking; willing or disposed to yield.

Submissive – obedient; willing to yield to orders or wishes of others

Teachable – open to constructive criticism; ready and willing to be taught

Considerate – showing regard for another's circumstances; looking out for the welfare of others

Punctual – observant of an appointed time

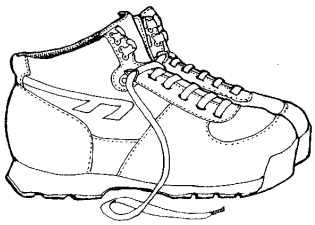
Generous – unselfish; abundantly meeting another's needs (literal meaning: of noble birth)

Enthusiastic – having an intense or eager attitude; full of absorbing, lively interest (literally: possessed by God)

Positive - tending in the direction which naturally leads to progress

"My God will supply all your needs according to His riches in glory in Christ Jesus." Phil. 4:19

Staff Policies

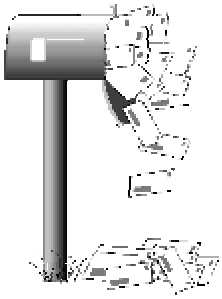


A. Counselor Expectations

1. **Attend…** all counselor meetings (7:15am each morning as well as the "debriefing" meeting after campers depart)
2. Be **punctual** for all meetings, meals, and activities.
3. **Communicate** with Camp Director or Lead Counselors (whether this is to report a problem, update them on a situation, or simply check in.)
    a. If you are having a problem, with a camper or otherwise, please report it first to your Lead Counselor. Do not let it become a source of gossip for the staff.
4. Treat all equipment and facilities properly, realizing that they belong to the Lord and we must be **good stewards of His property**.
    a. Any Maintenance needs should be reported immediately.
    b. Counselors should not be operating camp vehicles.
5. **Remain with campers at all times** (unless otherwise stated).
    a. Counselors are asked not to have guests while counseling, since their focus is to be the campers at all times.
    b. Counselors are not to leave camp grounds unless they are accompanying campers on a hike (with the knowledge of a senior staff member).
    c. During some afternoon activities, there may be enough help to give counselors time off. Please report to the activity with your campers, and we will then dismiss you. (Quick! Get a nap or a shower!)
6. Exercise common sense in the areas of **personal health & safety**.
    a. Wear shoes & sunblock: a tenderfooted, sunburnt counselor is less productive than one who is well.
    b. Get the sleep your body needs. Use some time on the weekends to rest.
7. **Be a support** (not a hindrance) to staff members.
    a. Avoid gossip.
    b. Resolve differences in a godly manner. (Matt. 18:15, Matt. 5:23-24, Gal. 6:1)
    c. Do not let the flesh (or your hormones!) interfere with God's working.
8. **Submit** to the authority of the Camp Director (even if you feel you have a better way).
9. **Obey** all camp rules. Remember that you are the strongest example your campers will see all week.
10. **Remember** that the body has different parts, but all are equally important. Your job is vital to the success of this camp… and so is everyone else's.

B. Staff Life

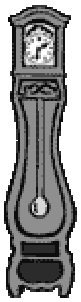
11. **Phone**: cellular service is available in the Lodge and staff housing areas.
    a. If necessary, counselors may use their personal phones to make calls when arriving or departing from camp.
    b. Counselors should not be using their phones during a week of camp… keep your focus on the campers.
    c. If someone needs to reach a counselor during the week of camp, please heave him call our office number: 775-934-9806, and our office staff will relay the message.
12. **Office**: Counselors should not be using the computer or hanging out in the office during a week of camp.



13. **Mail** – You may have your family send you letters. (The postal service cannot deliver packages to our box, and UPS or FedEx will not travel to the camp.)
14. **Parking** – Staffers are to park their private vehicles only in the areas designated by the Camp Director.
15. **Lost and Found items** must be turned in to the bin in the Pavilion.
16. Our **electrical power** is provided by diesel generators and can only handle a certain amount of draw. Please turn off all heaters, fans, lights, and other powered items when they are not in use.
    a. The generators will be turned off after "lights out" to save fuel. Please be sure to have a flashlight handy for late night treks to the bathroom.
17. **Personal Possessions:**
    a. Your personal possessions belong in your cabin. Do not leave items such as Bibles, mugs, jackets, etc. in other camp areas (such as the Lodge or Pavilion). They will be taken to the Lost & Found.
    b. Please do not leave toiletries, towels, or other items in the bathhouses. They will be thrown away or put in the Lost & Found by our cleaning staff.

C. Staff Housing

18. **Food** – no food should ever be taken from the Kitchen without the permission of the Senior Staff.
    a. Food should not be stored in the cabins because of the risk of mice.
        i. besides, our kitchen staff works hard to produce 3 great meals a day; we don't want to spoil any appetites!
        ii. a small supply of candy for rewards should do
19. **Laundry** – our laundry facilities are only available to counselors in case of emergency. Please contact a senior staff member if such an occasion arises. Otherwise, please do not plan on doing laundry during your stay.
20. **Pranks** – because pranks always escalate and cause harm to persons and property, pranks carried out by campers or staff will not be tolerated



21. **Lights Out**: a senior staff member will check housing at lights out time to ensure everyone is in bed
    a. Counselors must remain in their cabins with their campers after lights out (unless escorting a camper to or from the restroom or Infirmary).
22. **Gender Boundaries**: staff members are *never* to enter the sleeping quarters of the opposite sex
23. Counselors should not be visiting staff housing during a week of camp.

24. Your **cabin** is your home: **Keep It Clean!**
    a. **Daily Inspections** will be carried out by the rec staff to award points for cabin cleanliness. They will be looking for…
        i. clothing and other items picked up and put away
        ii. beds made or straightened
        iii. floors swept
        iv. no trash in our around cabin
        v. Bonus: it never hurts to show them that your group is paying attention to the lessons: post Bible verses or decorate according to a teaching or our theme
    b. **End-of-Camp Inspection** will be performed by the Camp Director. He will be looking for…
        i. all camper items packed and removed from cabins
        ii. all trash thrown away (check under the mattresses!)
        iii. all floors swept and free of mud

D. Staff Relationships

25. **Dating**…
    a. There will be no dating or romantic relationships between Summer Staff and Campers.
    b. Any dating relationships between Summer Staff members should be limited to off times and always carried on discreetly. For the protection of the reputations of the couples who have dating relationships during camp, there will be accountability given by the Senior Staff to those who are dating. This accountability should be expected and accepted (and even encouraged) by those who are dating.
    c. All staff couples must abide by the Gender Boundaries as outlined in the "Staff Housing" section.
26. While we encourage staff to build friendships with our younger campers, we ask you to exercise caution when campers are close to your age. To avoid questionable situations, do not eat with or fraternize closely with campers of the opposite sex when they are near your age.

Let no unwholesome word proceed from your mouth, but only such a word as is good for edification according to the need of the moment, so that it will give grace to those who hear. Ephesians 4:29

E. Staff Example

27. **Language** – while we consider our staff members to be adults and their choice of language to rest between themselves and the Lord, we also have to consider the sensibilities of our young campers. We also ask you to consider the consciences of your fellow staff members. Therefore, we ask that staff members abstain from any kind of profane or questionable speech during the course of the summer. (Eph. 4:29)

28. **Music**…

a. Music played for the campers must be Christian music or music without lyrics, and edifying in nature. Any secular music must be approved by the Program Director or Camp Director before it is played.

b. We are seeking to promote an environment for our campers free of the distractions provided by technology. Therefore, we ask that Counselors do not have any electronics (games, stereos, iPods, cell phones, laptops, etc.) in their cabins.

29. **Dress Code**: Staff members are asked to show moderation and modesty at all times no matter what the prevailing fashions may be. Immodest clothing draws attention to the body and detracts from the ministry. No see-through clothing is to be worn.

    a. Bathing Suits: one piece and not revealing.

    b. Girl's Tops: no spaghetti straps or tube tops, unless with a blouse. No low-cut tops. Bras must be worn. No low-cut armholes.

    c. Shorts: modest length (fingertip length is advisable)

    d. Guys: shirts should be worn at all times except when swimming; pants at waist level (no boxers on display)

    e. Shoes: must be worn at all times except when swimming to protect feet. Be smart: when working

G. Violations of Staff Policy

Any violations of staff policy will be reported directly to the Camp Director. He will meet with the involved parties and witnesses, if necessary, and determine the proper course of action.

A Typical Day at Camp

6:45-7:00 -- Polar Bear
7:00 -- Rise and Shine!
7:15–7:45 –- Dawn Patrol & Counselors' Meeting
8:00-8:30 -- Breakfast
8:30-9:00 – Morning Cabin Devotions
9:00-9:30 -- Cabin Clean-Up
9:30-10:30 -- Morning Meeting
10:45-12:15 -- Morning Rec
12:30-1:00 -- Lunch
1:15-3:15 -- Team-Builders
3:15-3:30 -- Snack!
3:30-5:30 -- FREE TIME
6:00-6:30 -- Dinner
6:30-7:00 -- Evening Rec
7:00-8:00 -- Evening Meeting
8:00-9:30 – Campfire/Night Games
9:30-10:00 -- Head to Bed
10:00-10:30 – Evening Cabin Devotions
10:30 -- Lights Out

Jr. High Camp:
2nd Team-builders time replaced with Free Time

High School Camp:
Free Time all afternoon

Lights Out may be later for older campers.

Polar Bear: jump in the lake at the crack of dawn and earn points for your team! Counselors are welcome to participate. (*Jr. High & High School Camps only)*

Rise and Shine: you are responsible to make sure your campers are awake and on time to breakfast. (If you are staying in the Lodge, you may want to work out a morning shower schedule for your campers.)

Dawn Patrol: optional morning worship and reflection time for campers. Teachings will further enhance the theme of camp. (*Jr. High & High School Camps only)*

Cabin Devotions: This is your chance to really dig into the Word with your campers! Each day you will be given a Scripture passage and some questions or an activity relating to it. Have the kids participate by reading the verses and answering the questions. Try to keep it fun and light-hearted but focused on the truth presented in the reading. Please approach this time with prayer: it can be a very precious and meaningful time with the campers.

Head Count: You are responsible to know the whereabouts of your campers. It's wise to do a head count when you arrive at each new event and to keep an eye out for stragglers.

F.O.B (Flat On Bunk Time): for our youngest campers, Nevada state law requires that they have a time of rest each day. To keep noise and distractions to a minimum, we ask that you keep your campers inside your cabin during this time. Encourage your campers to sleep or rest, but if they would like to, you could allow them to engage in some silent activities (e.g. reading, working on memory verses, drawing, etc.)

Team Builders: may include canoeing, swimming, climbing, the Challenge Course, archery, rifles, or arts and crafts

Free Time: campers have the option of signing up for and participating in a variety of activities such as go-karts, paintball, rifles, and the climbing wall. We encourage counselors to participate alongside their campers (the kids love it when you do!). Counselors may also be able to find a little time for themselves during free time, but we ask that you keep in mind that you are here to serve the campers. Please make sure your campers are out of trouble. Spend time with them. If they are bored, engage them in some way (take a walk, paddle a canoe, play a game, just sit and talk). (*Jr. High & High School Camps only)*

Campfire: Sometime during the week, your cabin will probably be asked to present a skit, song, or other performance at the campfire. You will have a little time to prepare, but it's wise to plan ahead for this. If you're stuck for ideas, ask our staff. *(more likely at Kids' and Jr. High Camps)*

Night Games: These games are not optional for the campers or counselors for the simple reason that we must keep tabs on the campers in the dark. If you have younger campers who are very tired or campers who are simply unwilling to participate, please contact a staff member. We will try to make arrangements so that you can remain with one group of your campers and a staff member can take charge of the rest.

Bedtime: Get campers through their bedtime routine as quickly as possible. As soon as everyone has returned to the cabin and is ready, have all campers get in their sleeping bags. Take some time to talk about the day. You may spend a little time on the activities (what was their favorite?, etc.), but transition quickly to discussing what was taught. This is a good time to have campers bring up questions or thoughts they may have had. Also take some time to pray. You may want to ask the campers for prayer requests. At the beginning of the week, you might be the only one praying aloud. Later on, try to get some volunteers. You could also have each camper pray for the person next to him.

One-on-One Time: This is especially important with our older campers. We suggest that during their free-time, you set up a specific time and day to meet with each camper. Get a snack, take a walk, and spend some time talking. If necessary, start the conversation with something easy (like a camper's interests or events at camps), but try to steer the conversation toward the week's topics and especially the camper's personal relationship with God. Say a prayer for your camper at the end of your time together.

Personal Time: We can't stress enough how important it is for a counselor to take time for personal devotions and conversation with God – He is the One giving us the strength to do our jobs! The early morning (*before* the Counselor's Meeting) is a very good opportunity to spend some time in the Word and prayer. Make sure that you take time each day to ask the Lord for wisdom and strength. Also, pray for all of your campers individually – as you begin to know their unique personalities and situations, you will be able to pray for them more effectively.

Special Days at Camp

Before Camp…

All counselors are expected to…

f. familiarize themselves with the contents of this handbook.
g. jot down any questions they may have.

First Day of Camp…

All counselors are expected to…

h. be present in the cabin as campers arrive
i. greet all campers warmly, introducing yourself to them and their parents, and helping them with their gear
j. play "Icebreaker Games" with campers until all campers in your cabin have arrived
k. give your campers a tour of the facilities
l. play more icebreakers or join up with others for games until first event (usually dinner)

Super Spirit Day

Super Spirit Day is a fun-filled dress-up day related to the theme of camp. Counselors are also asked and encouraged to join in the fun by dressing up and displaying enthusiasm. If possible, you may want to bring a few simple items to help your campers dress up as well. (Not all of them will have costumes.)

Last Day of Camp…

All counselors are expected to…

m. Assist campers with sorting and packing all items.
n. Clean cabin (see details in "Housing" section).

Safety Policies

Safety is of primary importance at Cowboy's Rest. Unsafe behavior or injuries to our campers can jeopardize our entire ministry. Every staff member must see it as part of his responsibility to insure the safety of our campers. We realize that we cannot completely eliminate risks, but the following guidelines can help us to minimize them.

A. Staff Safety Responsibilities

1. All ground and recreation areas will be kept **free of holes and debris** that could cause injury.
2. All **buildings** will be kept free of loose fittings, debris, and other items causing injury.
3. Grounds will be inspected regularly by the Camp Director to insure safety and eliminate hazards.
4. All **cleaning agents** and other toxic or flammable substances will be stored in areas not accessible to campers.
5. **Fire extinguishers** will be charged and ready for use. Staff must be informed about how and when to use them.
6. Furnace rooms and electric heaters must be kept **free of clothes and other debris.**

Do your part! If you see a safety hazard, fix it, or notify someone who can!

B. Camper Safety Guidelines

1. Campers must be **supervised** at all times.
    a. they must attend all scheduled events
    b. No boys in the girls' living areas and vice versa. A male and female camper must not go off alone together.
2. Campers must **remain on the camp property** at all times.
    a. **Boundaries** are: the main gate, the generator barn, the far side of the reservoir, the wagons, and the guest house.
    b. Campers may be taken out of these boundaries during the day for scheduled activities, but they must not leave on their own.
3. **Be Organized**
    a. Unsafe behavior is most likely to occur during "holes" in the program. If you are responsible for an element of the program, make sure you are prepared, have your materials ready, and that you start on time.
4. **Be Proactive -** If you see campers with nothing to do, take charge.
    a. give directions: tell the campers where they are supposed to be and what they should be doing (escort them there if necessary)

b. find their counselors: especially with younger children, a counselor should be with the campers at all times.

c. for older campers during free time: suggest constructive activities they can engage in or (if you are off duty) engage them in conversation, a walk, a game, or another activity

5. **Enforce the rules**… they are there for the campers' protection. Lack of strict enforcement or inconsistent enforcement is deemed evidence of negligence in the event of a lawsuit.

6. **Communicate** – the Camp Director should immediately be made aware if…

   a. a camper is consistently engaging in unsafe behavior

   b. a staff member is acting unsafely and providing a poor example to campers (and refuses to listen when you approach him or her)

   c. a camper is in possession of fireworks, firearms, alcohol, tobacco, other drugs or dangerous substances

7. Campers must **wear shoes** and should be encouraged to wear hats and sunblock

This means that safety may sometimes need to come before convenience, fun, or your popularity with the campers.

C. Waterfront Safety

All staff is expected to comply with all of the following rules whenever we are hosting campers and to consistently remind and apply the rules to the campers. During free weekends, the rules will be relaxed (with some exceptions shown in italics below), but all staff are still required to use caution and good sense in the interest of their own safety and that of the equipment. In addition, staff members are asked to put away any waterfront equipment they use during free weekends.

Waterfront Rules

- Swim only when a lifeguard is on duty
- Canoe only when a lifeguard is on duty
- Obey lifeguard Instructions
- Swim only in the designated swimming area
- Canoes must not cross the swimming area lines
- No diving
- If not wearing a green armband, a life jacket must be worn at all times in the water
- Life jackets must be worn by all campers who go canoeing or inner tubing
- Campers canoeing may not exit the canoe except at the island or the beach area where the canoes are kept
- Do not swim under any floating structures
- *Do not sit or hang on lifelines*
- Do not climb on lifeguard stands or towers

Floating Island Rules

- Do not jump on the floating Island
- Do not flip or jump off the floating Island
- Do not swim under the floating Island
- Swimmers without a green armband must keep their lifejacket fastened properly while on the floating island

Iceberg Rules

- All swimmers must wear a lifejacket when on the Iceberg
- *Denim and jewelry including watches must not be worn on the iceberg*
- *Only 3 campers may be on top, one on each level, at a time*
- Do not climb underneath another climber
- Do not climb DOWN
- When sliding, look below before you go
- Only slide on your bottom, feet first
- *Do not slide near ropes*
- Do not swim under the iceberg
- *Do not hang or climb on the support ropes*
- Do not jump off from any point

D. Emergency Procedures

Severe Weather Plan

1. The waterfront will be cleared in the following cases…
    a. lightning strike within 5 miles of camp
    b. extreme wind (that threatens canoes or floating play structures)
    c. extreme hail or rain (that obstructs visibility)
2. If the weather warrants, activities will be discontinued, and campers will be gathered to the Pavilion, where they may remain or be dismissed to their cabins.
3. If campers are a long distance from camp during an electrical storm, they should be made to lie in a ditch in an open area.

Fire Plan

Wildfires are common in Nevada during the summers. Typically, they are started by lightning strikes. So, if an electrical storm has recently occurred, keep your eyes open for distant plumes of smoke and report them to at Senior Staff member if seen.

If a fire starts on or near the camp area…

1. Immediately inform a staff member with a radio so that the Camp Director can be notified.
2. No attempt should be made to put out the fire unless judgment to do so is unquestionable and presents no possible danger to the staff member.
3. Campers should NEVER be involved in fighting fires.
4. Lead your campers far enough away from the fire to ensure their safety.
5. If you hear the train bell next to the Lodge ringing, this is the cue to evacuate campers to the far side of the reservoir from the fire.
    a. Non-counseling staff should assist the counselors in moving, calming, and keeping track of the campers.
    b. Instruct campers to walk in a quiet, orderly manner.
    c. Do not run unless absolutely necessary.
6. Await further instructions from the Camp Director or a Senior Staff Member.

Remember that the first concern is lives, not property!

Lost Camper Plan

In general, the day-to-day schedule and planned activities will go far in insuring that all campers are accounted for and are safe. However, there are times when it is possible for campers to become lost or separated from the group.

Prevention – Counselors are responsible to see that all of their campers attend each event. (Take a head count at the beginning of each meal and meeting and especially at the conclusion of any nighttime activities.) Non-counseling staff should always be aware of campers' whereabouts and activities. When leading activities, you are responsible to insure that all the campers in your charge remain in the area where the activity is being conducted. Any camper who seems to be sneaking off alone should be questioned.

If a camper becomes lost…

1. The Camp Director should be notified immediately. (Anyone with a radio should be able to contact him.)
2. The Director will direct inquiry as needed to ascertain whereabouts of the individual(s). If they cannot be located within a reasonable time, a search will be dispatched.
3. Search teams will consist of two adult staff members each. The search will be organized by the Director.
4. Should the search prove fruitless, local authorities will be contacted. As soon as the Director is certain that the camper is lost, the parents will be notified.
5. During this time, counselors will be responsible for their campers.
6. Notification of the remaining campers will be made only as deemed necessary by the Director. At that time, each counselor is asked to organize his or her camp for prayer.

E. First Aid

In all emergency situations…

1. **Stay calm.**
2. **Survey the Scene**. Be clear and ready to report on the details.
3. **Notify the Medical Staff** or Camp Director.
    a. do not leave an injured camper alone. Send another person if necessary.
    b. seek out someone with a radio
    c. assure the camper that help is on the way
        i. do not tell the camper what the medical staff will do for him (you don't know for sure)
4. **Crowd Control** (once medical staff arrive, this may be your primary role)
    a. ensure the safety of the other campers
    b. keep people calm
        i. pray with them
    c. obey all medical staff instructions
5. Under most situations, **DO NOT MOVE THE PERSON.**
6. **Special Situations**
    a. Shock – have the person lie down or remain lying down; elevate feet and keep warm
    b. Heavy Bleeding – apply direct pressure; elevate wound above heart

    c. Burns – if minor, cool with water
    d. Snake Bite – keep person calm; get help fast; identify snake if possible
    e. Poisoning – keep person calm; get help fast; identify source of poisoining
    f. Fractures – do not move; immobilize or support if needed
    g. Diabetes – get help fast
    h. Seizures – remove hazards; do not restrain; position on side
    i. Hyperventilation – start a conversation
    j. Fainting – cushion fall

Camper Policies

He who receives a prophet in the name of a prophet shall receive a prophet's reward; and he who receives a righteous man in the name of a righteous man shall receive a righteous man's reward. And whoever in the name of a disciple gives to one of these little ones even a cup of cold water to drink, truly I say to you, he shall not lose his reward. Matthew 10:41-42

Our primary purpose at Cowboy's Rest is to serve the Lord… *by serving the campers He brings our way.* You are here for our campers. We cannot overemphasize the importance of always maintaining a loving and godly rapport with our campers.

A. Communicating with Campers

1. **Get to know them.**
    a. Start with small talk about interests, pets, family, etc.
    b. move on to deeper issues as the camper is ready
2. **Try to find ways to get close to campers.**
    a. spend time with them, eat with them, have fun with them
3. **Be sensitive.**
4. **Be a good listener.**
    a. avoid irrelevant responses – using some small part of the conversation to steer it or insert your own ideas
    b. avoid restrictive responses – trying to make the person mean what you want them to mean
        i. watch for hesitancy when you give feedback
        ii. listen until they are satisfied you understood
    c. avoid evaluative responses – giving an opinion before you've really listened to everything
5. **Ask questions.**
    a. use open questions
        i. "how did you feel after the game?" rather than "you felt great after the game, didn't you?"
    b. with a shy camper, indirect questions may be more comfortable and stimulate more conversation
        i. "I'd sure like to hear about the new braces." rather than "How do the new braces feel?"
    c. avoid double questions, which limit the person to two answers
        i. e.g. "Do you want coffee or tea?"
    d. avoid bombarding – using rapid questioning as a weapon
6. **Don't feel like you have to know all the answers.**
7. **Maintain their respect.**
    a. Always be a godly example.
    b. Be consistent; don't have double standards.
8. **Take time –** including your own free time.
9. **Touch their lives.**
    a. Be willing to share yours completely with them for the week.
    b. Really talk <u>with</u> them, not <u>at</u> them.

Camper Personalities – understanding a camper's personality will go a long way in helping you to interact and build a relationship with him or her. Below, you will find a list of personalities that can be challenging to interact with in a camp setting. You will also find some suggestions for building relationships and including children with these personalities in the activities of camp.

1. **Quiet and Withdrawn**
    a. Behavior: easy to ignore because he demands no attention, doesn't want to participate (sometimes a way to get attention), stays by himself, doesn't talk, lack of interest

    b. Possible Causes:
        i. harsh family – has given up trying to please
        ii. "risk nothing, lose nothing" (fear of failure)
        iii. homesickness
        iv. feels inferior
    c. Suggestions:
        i. seek him out (ask him to save you a seat, etc.)
        ii. ask for his help
        iii. make him be in charge of some cabin activity
        iv. be sure he has a lead role in the skit
        v. ask him specifically for his opinion, etc.

2. **Noisy, Boisterous, Demanding**
    a. Behavior: loud, ridicules others, resists or challenges authority, angered easily, hyper-active
    b. Possible Causes:
        i. most often, a lack of loving discipline
        ii. lack of security
        iii. way to get attention
    c. Suggestions:
        i. reward any good behavior
        ii. be firm
        iii. discipline away from others (to avoid his seeking negative attention)
        iv. don't set him up to be a hero for misbehaving

3. **Demanding, Clinging**
    a. Behavior: hangs on you, hypochondriac, cries easily, always wants you to sit with him
    b. Possible Causes
        i. pampered, spoiled
        ii. starved for real love
    c. Suggestions
        i. give positive attention, but spread it out to all your campers
        ii. expect that some campers in every group will behave this way

B. Special Camper Issues

1. **Bedwetting**: It is very important that this is kept quiet so you do not embarrass the camper. If it occurs, please alert a member of the housekeeping staff at breakfast and show him or her which sleeping bag needs cleaning. We will have the bag cleaned and returned before lunch.

2. **Lice**: If you suspect a camper has lice, please inform the camp nurse. Keep the issue quiet, but talk with the camper and tell him not to share hats, brushes, or pillows until he can be see by the nurse.

3. **Homesickness**: although this is most common with our younger campers, it can also be an issue for older campers, and it can manifest itself in different ways

Suggestions:

a. try to include the camper in all activities (have him plan or lead cabin activities)
b. encourage other campers to include the homesick camper (play some icebreaker activities, get them talking)
c. talk and pray individually with the camper, keep things positive
d. if the camper has a sibling or friend (child or adult) at camp, he may want to visit with them (a change in cabins may even be a possibility)
e. allowing the camper to call home should be a last resort
    i. this often actually makes the homesickness worse
    ii. this step can only be taken with the permission of the Camp Director
f. on rare occasions, we have needed to have parents pick up their homesick campers

C. Leading Campers to Christ

1. Know the scriptures that explain the facts…
    a. Fact of sin … Rom 3:23
    a. Penalty of sin … Rom 6:23
    b. Penalty was paid … Rom 5:8
    c. Salvation is free … Eph. 2:8-9
    d. Salvation is Christ … Acts 4:12
    e. Christ must be accepted … John 1:12
2. Use an easily understood illustration of the gospel
    a. "The Great Divide"
    a. "Do you know where you are going…?"

Decision Night: On Decision Nights, you may end up counseling and praying with one or more campers. These may be campers who have not met before, but ideally they would be ones with whom you've built a relationship throughout the week. Any staff members not counseling campers have the most important job: providing prayer cover. Please join together and pray for those making decision and for those counseling them.

Guidelines for counseling…

1. conduct the counseling somewhere with few distractions (but still in view of others)
    a. do not counsel member of the opposite sex
2. try to discover the real needs of the camper
    b. listen well and let him talk until he has explained everything (see communication tips above)
    c. listen actively: give and ask for feedback
4. help the camper feel accepted by you and by God
5. do not jump in with advice: allow the camper to talk through his needs
    a. if you try to lead, chances are they will simply follow
6. don't tell stories about your own life, unless you feel that they are completely relevant and helpful
    a. keep the focus on the camper, not yourself.
7. always use scripture
    a. let the camper explain what was read in his own words
8. do not coerce the camper: those decisions have little meaning
    a. if the camper is unwilling to make a decision, back off but continue to pursue the relationship and pray
9. if a camper does make an important decision…
    a. have him fill out a decision card
    b. or write the date, your name, and verse down for him, preferably in his Bible
    c. encourage him to share his decision
10. end in prayer for and with the camper, regardless of the decision
    a. follow up with a letter to the camper after he goes home

The point of any counseling situation is to point campers in the right direction: and that direction is Christ!

D. Physical and Sexual Abuse Policy

Cowboy's Rest recognizes that, although cases of abusive behavior are sadly a growing problem in institutions that deal with children, not all forms of physical contact are abusive and that physical touch is, indeed, a necessary and vital ingredient to the development of emotionally mature and healthy individuals.

The intent of this policy is to delineate what is acceptable physical contact of children by adult staff members who are participating in summer camp and what is not acceptable behavior.

Physical contact between adult staff members and campers that is done in expressions of comfort and approval is permitted. The basic intent of this policy is to guard the camper and staff member from an expression of affection that could be misconstrued as being sexual in orientation while at the same time seeking to provide the love and affirmation that each individual child needs and which is fulfilled at least in part through the vehicle of physical touch with an individual who is emotionally healthy and has the best interests of the child in view.

1. **General Guidelines**
    a. Always be in view of others when alone with a camper.
    b. Do not allow campers into private staff areas.
    c. Be aware of what you share and ask. Keep personal matters private.
2. **Physical Contact for Discipline**
    a. No physical punishment is permitted.
    b. When physical restraint of an individual is needed…
        i. extreme care is to be taken not to harm the child
        ii. an adult witness should be present
        iii. parents are to be notified of the incident by the Camp Director
3. **Physical Contact for Expressions of Approval or Affirmation**
    a. Report suspicious or unusual observations to the Camp Director.
    b. Ask a camper's permission before touching or giving him a hug.
    c. Touching a camper on any part of his body below the shoulders by a staff member is strongly discouraged.
    d. All contact with a camper's sexual organs by any person other than the camp nurse is forbidden upon penalty of dismissal from camp for an infraction. Parents of the child and the appropriate state agency will be notified of any and every violation.
    e. No staff member will be permitted to "counsel" a camper of the opposite sex except in a public area in the presence of one or more adult witnesses. Any incident of an adult staff member meeting alone after dark with a camper of the opposite sex will result in the staff member's dismissal.
    f. No "back rubs" involving members of the opposite sex will be permitted. "Back rubs" by members of the same sex (counselor and camper) must be done in a public area.
    g. No sexual innuendos (verbal or through use of gestures) are permitted by staff members at any time directed toward any person.
    h. When campers are in the bathhouses changing clothes and/or showering, no staff member should be present alone with a camper. (Ideally another adult should be present.)
    i. Adult staff members are not permitted to hold hands with a camper in an affectionate manner. No kissing is permitted between staff and campers. Breach of either standard will result in the staff member's immediate dismissal from camp.

4. **Guidelines to be followed in the event of accusation** or suspicion of physical and/or sexual abuse by a staff member and and/or an outside party of a child participating in a Cowboy's Rest program
    a. the accused individual(s) will be removed from all contact with campers until all subsequent investigation by camp administrators and state agencies have been completed and satisfactorily cleared the accused person of all guilt
    b. the appropriate state agency will be notified of the incident
    c. parents of the child will be contacted
    d. the camp's attorney will be notified
    e. a press statement will be released as requested

E. Recognizing Child Abuse

As a volunteer for an organization regularly working with children, you have a legal obligation to report cases of child abuse and neglect. There are many signs of child abuse and neglect. Some are obvious and should be reported at once. Other symptoms are not as obvious. But when subtle clues recur or appear in combination with other signs, you should suspect and report it. Common signs of child abuse and neglect are discussed below.

1. Common Signs of Abuse…
    a. reporting injuries by parents
    b. frequent disobedience, delinquent acts, or running away from home
    c. frequently causing trouble or interfering with others
    d. unusual shyness, avoiding other people including children, overanxious to please, failing to protest mistreatment by others
    e. avoiding physical contact with others, especially adults
    f. unwillingness to participate in physical activities
    g. appearing frightened of parent or showing little or no distress at being separated from parents
    h. seeking affection from random adults
    i. self-mutilation, eating disorders, bed-wetting
    j. appearing withdrawn, or engaging in overt fantasy or baby-like behavior
    k. exhibiting poor relationships with other children
2. Signs Specific to Physical Abuse
    a. unusual bruises, welts, or burns
    b. bite marks
    c. injuries often explained by child or parent as accidental ("I fell down the stairs")
    d. wearing long sleeves, knee socks, or other unseasonable clothing which might hide injuries
    e. telling an unlikely story of how an injury occurred, or giving an explanation which does not seem to fit the type or seriousness of the injury
3. Signs Specific to Sexual Abuse
    a. torn, stained, or bloody underclothing
    b. unexplained pain or itching in the genital or rectal areas
    c. evidence of venereal disease
    d. frequently engaging in sexually suggestive or promiscuous behavior

4. Signs Specific to Emotional Abuse
    a. unusual shyness, avoiding other people including children, overanxious to please, failing to protest unpleasant treatment by others
    b. unusually adult in actions or underdeveloped for age (e.g. sucks thumb, or rocks constantly)
5. Signs Specific to Neglect
    a. appear tired, listless, and often dirty for days at a time
    b. wears dirty or inappropriate clothes
    c. report being alone for long periods
    d. needs glasses, dental care, or other medical attention

If Abuse Is Suspected…

1. Pray that the Lord will give you wisdom and reveal the truth in the situation.
2. Document specific signs or behaviors that have led you to suspect abuse as well as the dates when they were observed. File any documentations with the camp nurse.
3. Talk with the camper.
    a. Assure child of privacy but not confidentiality. (Explain that if the child or another is being hurt, you may need to get help.)
    b. Be calm… even if the situation upsets you, don't make the child feel worse.
    c. Believe the child. It is unusual for children to make up stories of abuse unless they have experienced it.
    d. Document what facts the child is willing to disclose, but don't interrogate the child to verify them… leave the verifying to professionals.
    e. Reassure the child that you believe him, that what happened was not his fault, and encourage him that disclosing the abuse was the right thing to do… but don't make promises you can't keep or about things of which you don't know.
4. Talk to the Camp Director about your concerns. He will look into your concerns and contact local authorities if necessary.

F. Camper Discipline[1]

dis●ci●pline – *verb* – the use of various methods to bring about positive character qualities in individuals

"Every act of discipline is an opportunity for discipling. It is a step along the way to encouraging and nurturing individuals to become more like Jesus Christ."

[1] adapted from White, Stan. "The Counselor's Role in Camper Discipline". **Christian Camping International.**

Cowboy's Rest 5-Step Approach to Discipline

1. **Announce the Rules**
    a. at the camp level – the rules will be explained to all campers by the Camp Director or Program Director
    b. at the small group level – review the rules as necessary with the campers
        i. if running a small group activity, be sure to go over the rules ahead of time
        ii. announce scheduled events and remind campers of the rules
            1. example: "remember, lights out is at 10:30… that's 20 minutes from now… let's get ready for bed"
        iii. don't "surprise" students with sudden announcements ("lights out in 2 minutes") … give them time to act

2. **Address campers in violation of the rules by name**
    a. example: "Judy, it's after lights out. Could you please turn off your flashlight?"
    b. this avoids confusion about which camper and behavior you are addressing

3. **Approach camper(s) in violation**
    a. if the camper does not respond to address by name, walk over to the camper, and get at eye level, then remind the camper of what has been asked

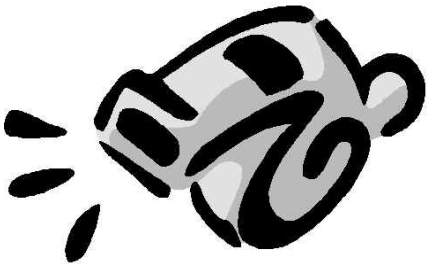
4. **Isolate camper**
    a. if the camper continues to defy your request, isolate him as needed: this may mean…
        i. asking him to sit out of an activity
        ii. asking him to sit a short distance away from the rest of the group (but still in sight)
    b. after a short period of isolation, talk with the camper privately, explaining what behaviors you disapprove of and asking if he is ready to rejoin the group
        i. if the camper replies "yes", allow him to rejoin the group
        ii. if he answers "no", escort him to the Camp Director for further discussion

5. **Report Incident to Camp Director**
    a. if a camper continues in violation of camp rules or commits a serious infraction, immediately report the issue to the Camp Director for further action

Where to Start: your own outlook…

1. Don't let the first impression become the "forever" impression.
2. Be realistic about the way a camper is now, but keep also in mind what our Lord desires him to become.
3. Treat campers with the respect you wish for them to have for you.
    a. Say "please" and "thank you" and freely give praise.
4. As much fun as it is to be "buddies" with the campers, keep in mind that you are here primarily to help them grow in their walks with Christ.
    a. Your discipline will be part of this growth.
    b. Discipline situations may be difficult for you and the camper, both, but, when done in a spirit of love, they will ultimately benefit your camper…
    c. …whereas ignoring his misbehavior for fear of "losing" his friendship will only stunt his growth and ultimately cause him harm.
5. Remember that campers are kids – don't expect them to be able to achieve the standards you set for yourself.
6. ***Pray***! Only God can provide the soft heart, gentle strength, and patience it will take to lovingly lead and discipline our campers.
    a. Spend time in prayer each day, especially for our most difficult campers.

Key Principles of Camper Discipline



1. <u>No physical punishment is allowed</u>

    A. When physical <u>restraint</u> of an individual is needed…

        i. extreme care is to be taken not to harm the child

        ii. an adult witness should be present

        iii. parents are to be notified of the incident by the Camp Director

2. <u>Expect Obedience</u> – people are much more likely to get cooperation when it is actually expected
3. <u>Make sure the camper understands that he has done something wrong</u> – A misunderstanding about this will greatly hamper your relationship with the camper. Gently help him to realize his misbehavior. One way would be to ask him to help you understand what he did (e.g. "Joey, please explain to me why you hit Jake.")
4. <u>It is best to discipline campers when they are within "arm's reach"</u> – the effectiveness of discipline decreases with distance. Whenever possible, discipline campers in private rather than humiliating them in front of others. Campers will sense you are for them if you do not make them a public spectacle. This goes a long way in respecting the worth and personal dignity of each camper.
5. <u>When possible, the discipline should bear some relation to the offense</u>.

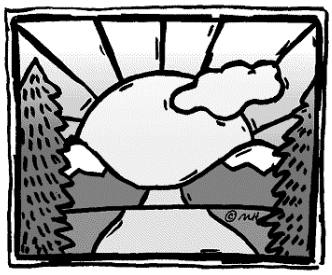
6. Watch Your Words – Be descriptive, clear, and reasoning rather than commanding, harsh, or sarcastic when explaining a camper's negative behaviors to him. Be clear and precise about the reasons for discipline. (Generalities will confuse campers.)
    A. Give campers specific ideas on how they can improve.
    B. Do not discipline by using only nonverbal hints – your campers cannot read your mind, and your hints may be misinterpreted or go unnoticed. Be direct.
    C. Try to ask and not order – asking invites cooperation
    D. Try to avoid negative terms – Everyone thrives on praise. Try to state things in a positive light. (e.g. "I appreciate the way Susie is standing in line" rather than "Stop messing around! Get in line!")
    E. Remember, *what* you say may be less important than *how* you say it.
7. Know "Why"
    A. the *why* behind the camper's behavior (e.g. is a camper trying to get attention, and could this attention be gained in a positive way?)
    B. Why You are Disciplining – Is your motivation honestly to help this camper and others? Your actions and words should show that you are caring for the campers. Don't give the campers the impression that you are just "out to get them".
        i. Avoid "pet peeve" discipline (disciplining campers just because their behavior bothers you when it is not harmful or against the rules).
        ii. Avoid disciplining just because a camper's personality rubs you the wrong way.
        iii. Be in constant prayer for wisdom and the correct attitude.
        iv. Demonstrate that your desire is to walk beside the camper, grow closer to him, and to help him overcome negative behavior.
8. Give campers the benefit of the doubt – often counselors walk into the tail end of a situation and pinpoint one culprit without knowing the roles of the other participants. Listen to all sides of the story.
9. Get the campers on your side – get disruptive campers involved by including them or having them plan activities
10. Sometimes it is best to ignore minor infractions – sometimes, when campers are not hurting themselves or others, you may wish to ignore small infractions. Often such behavior is designed to attract attention, and when attention is not received, it will stop.
11. Be consistent in your discipline – inconsistency confuses campers, and they soon lose respect for you.
12. Keep your temper – once campers realize there are certain things that get to you, they have the upper hand. If something upsets you, immediately stop and ask for the Lord's help.

Appendix A: Quiet Times

This section may assist you in discussing personal devotions with campers or even serve as a guide for your own private time with the Lord. Keep in mind that spending time with God is a supernatural activity… one that we are not capable of accomplishing through our own strength. We must always be in prayer that He will give us diligence and an ear to hear what He has to say.

1) What is a Quiet Time?

a) taking time to spend alone with God
b) part of our relationship with Jesus



2) Why have a Quiet Time?

a) relationships cannot grow without time together
   i) we will only be fulfilled when we have a relationship with God… this is what we were created for! (Mark 12:30)
b) one way of discovering what God is like
c) one way to communicate with God
   i) God reveals Himself in His word
d) Jesus, the perfect example, spent time alone with God (Luke 5:16, 22:39-41; Matt 14:13, 23; Mark 9:2)
   i) Jesus invited His followers to come apart for a time of rest with Him (Mark 6:31-32)

3) How do you have a Quiet Time?

a) **schedule** a specific time and place to take time with Christ
   i) this time should be regular (don't let other activities interfere!)
      (1) don't feel bad if you miss a day, just ask God to help you keep at it
   ii) preferably in the morning (to help your perspective the whole day)
   iii) find a place with few distractions
   iv) consider this a "date" with God:
      (1) He loves you and wants you to know Him
b) **pray:** begin the time by asking Him to allow you to understand His word (Ps. 119:18)
   i) prayer can be done silently in our hearts (Ps. 139:2-4)
c) **read** the Bible
   i) God communicates through His Word
   ii) His Spirit, who lives in all His children, will teach us the truth (I John 2:27)
   iii) God wants us to seek Him out (Jer. 29:12-14a) along with the treasures we will find in His word (Prov. 2:1-5)
d) **meditate** on what you read (think it over!) (Ps. 1:2-3)
   i) <u>Observation</u>:
      (1) ask "who? what? where? when? why? how?"
   ii) <u>Interpretation</u>:
      (1) look for examples to follow, commands to obey, errors to avoid, sins to forsake, promises to claim, new thoughts about God
   iii) <u>Application</u>:
      (1) how does this affect me? is there something I need to do or change?

e) Keep a **journal** and record what you learn as well as your prayers (so you can see how God answered them!)
   i) write down important things in your Bible
f) **pray** some more
   i) tell God about what you learned and ask for His help in applying it.

4) What should I read?

a) Make a **goal**, a schedule, or a plan of what you are going to read (you are much more likely to do the reading if you have a plan)
   i) your plan could be to read a chapter a day of a certain book
      (1) John in the New Testament or Joshua in the Old Testament are good places for beginners to start
   ii) **mix it up** a little… read the Old Testament one day and the New Testament the next, then a Psalm the 3rd day
   iii) if you use a devotional book, read the suggested scripture… if it is just one verse, read the chapter surrounding it
b) go for "quality time" (with a lot of thought), not "quantity time" (just a lot of reading)
c) have a Christian friend with whom you can share what you learn and your walk with God.
   i) this person can also help you stay focused and accountable

Appendix B: Ice Breakers

<u>When icebreakers might be useful…</u>

a. campers are arriving the first day of camp
b. you finish up archery and your kids are supposed to go to the obstacle course next, but the obstacle course group hasn't returned
c. it's free time, and a bunch of jr. high campers are sitting in the pavilion looking bored

Remember that accidents often occur because kids had nothing structured to do and decided to create their own fun. Also keep in mind that you are here to serve the campers and create a fun environment for them.

<u>Icebreaker Game 1– Chat Show</u>

Great for groups of strangers, and avoids the dreaded pain of introducing yourself.
Get the group to pair off and take turns in being a chat show host and guest. The chat show host has to find out 3 interesting facts about their guest. Switch the roles and repeat.
Bring everyone back to the big group and ask them to present briefly the 3 facts about their guest to the group.
Maybe go round the group randomly so people are less aware of their turn coming up next and panicking about it.
Watch timing on this one as it has a tendency to go on too long if your group likes to chat too much.

Icebreaker Game 2 – Ha Ha

Teams competing lay down side by side on floor or ground. The first person lays back of hand on next persons stomach and that person lays back of hand on the stomach of the next to him and so on. The first person in line is to laugh one HA. The next person in line is to laugh HA HA (two times). The third person is HA HA HA. And so on. Any person that breaks out into a giggle is out of the game and must get up and the hole is filled in. The last one to giggle, wins.

Icebreaker Game 3– Line Up

Ideal for a quick energy boost and finding out a little more about your group. If you've got a bigger group, split them up into smaller groups and see who completes each task quickest.

Have your group ready to form a line in order of….

- Height, from smallest to tallest
- Birth months, from Jan through to December
- Distance they travel to camp, from close to far
- Anything else you think up!

To make it more of a challenge, get the group to do this silently, using sign language or other alternative communication.

Icebreaker Game 4 – Who am I?

Pre-make tags with each tag having one famous person on it, mainly divas that everyone would know. These tags will be placed on the back of each guest as they arrive. This is done without them knowing who they are. They are to go around the room asking questions as to who they might be. Questions like "am I a singer?" They can only ask one question and make only one guess as to Who they are with each person that they talk to, then they have to move on to another person. They can come visit previous players once they've visited another player.

Variations:

- super heroes
- Disney movie characters
- Bible story characters (play it toward the end of the week and use characters we've talked about!)

- **Icebreaker Game 5 – Ape, Man, Girl**

This is a variation of the "rock, paper, scissors" game. Have people pair off. Then, when the signal is given each person strikes a pose like an ape, man, or girl. Be sure to demonstrate what each looks like ahead of time (and you can decide that!). The ape beats the girl, man beats the ape, the girl gets the man. Eliminate the losers and pair the winners until you get a champion.

Variation:

Elf	Squatting down and imitate pointed ears by holding two fingers up by your ears (similar to making bunny ears). Make "Eeeking" noises while doing this.
Giant	Standing on tip toe, arms raised in frightening posture making growling / roaring sounds
Wizard	Standing normally but with arms outstretched as if casting a spell. Make appropriate spell casting noises.

As with Rock-Paper-Scissors, each character/icon can win against one character or lose against the other. In this case, if wanted, individuals can make the appropriate actions for winning or loosing.

Winner	**Action/s:**
Elves shoot Wizards: Elves win	Elves pretend to shoot an arrow, Wizards make dramatic gestures as though struck in the heart.
Wizards frazzle Giants: Wizards win	Giants pretend to shrink.
Giants squash Elves: Giants win	Giants pretend they are squishing something small.

Icebreaker Game 6 – Lightsabers

Have your kids pick a partner (preferably one they do not know, and they will be needed to find out that persons name), then have them take their hands and hook them pointing at each other with the index finger. After they have done so tell them that the object of the game is to poke each other (as if you have a light saber : note in appropriate places) once you have been poked you sit down and the partner that's left finds a new partner and so forth until it comes down to two and one will be the ultimate champion… its quite a fun icebreaker and lets your kids get to know one another.

Icebreaker Game 7 – Clump

Everybody mingles, constantly moving until the leader shouts out a number. All players must then try to get into groups of that number, any group/s that don't succeed are out.
Variation: Players find others who have things in common, such as same shoe size.

Icebreaker Game 8 – Silly Scrumple

One person is selected as the leader (who remains out of the game) all players then get into a circle and each gets given a piece of paper to write a silly thing to do on with out letting others see what they have written (e.g. Bark like a dog or sing a song). Each player then crumples their paper up so that the contents cannot be seen. On the leaders command players then start to pass the pieces of paper around the circle waiting for the command to stop. When this happens two people are chosen to carry out the instructions on the pieces of paper they have, without laughing. Those who laugh are out. Repeat until only two people left.

Appendix C: What to Bring

What to Bring….
- flashlight & extra batteries
- warm sleeping bag
- water bottle
- travel mug
- Bible, notebook, & pen
- cool weather clothes
- modest warm weather clothes
  (see pg. 8 for dress code)
- sturdy, close-toed shoes
- modest, one-piece swimsuit
- towels
- hat
- watch
- battery-powered alarm clock
- toiletries and personal medication
- backpack

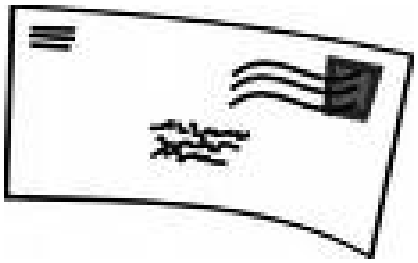
What Not to Bring
- illegal drugs, alcohol, tobacco
- expensive items or large amounts of cash
- electronics (discman, laptop, ipod, etc.)
- pets

Optional…
- camera
- pocket knife
- hiking boots
- water shoes

Possible Extras for Cabin…
- flashlight
- pens & pencils
- sunscreen
- bugspray
- mirror
- safety pins
- wrapped candy

Optional Items for Cabin Decoration…
- stickers
- poster board
- construction paper
- markers
- scissors
- tape
- string
- costume materials

Appendix D: Follow Up



By God's grace, we will see Him do wonderful things in the lives of our campers during the week of camper! But the work doesn't stop when the campers leave Cowboy's Rest. For our campers, the real struggle begins when they leave camp and return to the lives they left behind for a week. It is there that they will need encouragements and reminders of what they learned, what they pledged, and what God has done. As a counselor, you can help provide this great need.

Below, you will find some ideas for staying in touch with and encouraging your campers here at camp and long after the summer is over. Use which ever ones are useful for yourself and your campers.

- **Build Relationships at Camp** – make the extra effort to get to know your campers. Even when you're tired, hang out with them, start a conversation.
- **One-on-One Time** – (for older campers) although this may be informal, it usually helps to have campers sign up for half hour slots during free time just to hang out with you. Get some snacks, take a walk, or find a quiet place to sit. Start out with small talk, but eventually bring the conversation around to the week's teachings and what God is doing in the camper's life. Pray with the camper at the end of your time together.
- **Address Exchange -** on the last day of camp, have the campers exchange addresses and emails with each other and you
- **Write a Note** - If you have time, you may be able to write a short note to send home with each of your campers.
- **Send a Post Card** – about a week after you get home, send your campers a short note or postcard, encouraging them and reminding them of the fun as well as the teachings at camp
- **Send Pictures** – if you have some copies of pictures from camp, you may want to send a few to each camper.
- **Talk** – if you see a camper at church or at the grocery store, make it a point to say "hi" and talk for a while if possible
- **Have a "Date"** – set up some time to spend just with your camper. (There may be a special one or two whom you really feel led to keep in contact with.) Go get a milkshake and talk for a while. It may start casual, but try to bring it around to issues you and the camper discussed at camp. Be sure to pray for the camper before you part.
- **Send a Christmas Card -** send each camper a card as an encouragement and reminder of the fun and learning at camp.
- **Organize a "Camp Reunion"** – at the end of the summer, set up a time for all the campers from your group to get together. Have some food, play some games, sing some camp songs, and have a short talk, reminding them of what you learned. Make sure to spend some special time with the campers from your cabin.

Doctrinal Basis of Faith

1. We believe in the Bible, both Old and New Testaments, as inspired by God, inerrant in the original writings and that it is of supreme and final authority in faith and life.
2. We believe in One God, eternally existing in three persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was begotten by the Holy Spirit and born of the Virgin Mary and is true God (100%) and true man (100%).
4. We believe that man was created in the image of God; that he sinned and thereby incurred, not only physical death, but also spiritual death, which is separation from God; and that all human beings are born with a sinful nature, and in the case of those who reach moral responsibility become sinners in thought, word, and deed.
5. We believe that the Lord Jesus Christ died for our sins according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in Him are justified on the grounds of His shed blood.
6. We believe in the resurrection of the crucified body of our Lord, in His ascension to heaven, and in His present life as High Priest and Advocate for us.
7. We believe in "that blessed hope", the personal, premillennial and imminent return of our Lord and Savior, Jesus Christ.
8. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God.
9. We believe in the bodily resurrection of the just and unjust, the everlasting blessedness of the saved and the everlasting, conscious punishment of the lost.
10. We believe in the great commission which our Lord has given to His Church to evangelize the world, and that this evangelization is the great mission of the church.

STATEMENT OF RESPONSIBILITIES

OF COMMUNITY MEMBERS OF
COWBOY'S REST CHRISTIAN CAMP AND RETREAT CENTER

Christian Lifestyle

Christian virtues that are expected to be followed include humility, honesty, a forgiving spirit, faith, hope and love. The Bible condemns such practices as greed, jealousy, pride, lust, bitterness, uncontrolled anger, prejudice, drunkenness, stealing, profanity, dishonesty, occult practices, illegal activities, and sexual sins. Camp community members are expected to maintain this Christian lifestyle while exercising our freedoms responsibly, within the framework of God's Word. This implies stewardship of mind, body, time, abilities, and funds, as well as thoughtful Christian choices in matters of entertainment, associations, and the use of Sunday.

Statement of Responsibilities *(cont.)*

Camp Concerns

Cowboy's Rest Camp and Retreat Center also has chosen to adopt rules that foster the kind of atmosphere the Camp desires. These rules require members to abstain from gambling, illegal drugs, tobacco, alcoholic beverages, pornography, and 'R'-rated movies while on camp grounds. Modest dress is mandatory for all of our staff. Also, bearing in mind the importance of the body of Christ to the Christian walk, we require that all of our staff members attend Sunday worship at a local church. (There are several Christian churches in the area to choose from.)

These rules embody foundational principles such as self-control, avoidance of harmful practices, and sensitivity to the heritage and practices of other Christians. While residing and working at Cowboy's Rest Camp and Retreat Center, all community members are accountable for adhering to these rules.

Counselor Handbook Agreement

Name of Counselor: _____ Dates Working: _____

- I have read and comprehended the Cowboy's Rest **Counselor Handbook**, and I agree to abide by the contents therein.
- I have read and do agree with the Cowboy's Rest **Doctrinal Statement** and pledge not to deviate from it and the teachings of the Bible when instructing campers.
- I have read and do agree to abide by the contents of the Cowboy's Rest **Statement of Responsibilities**.
- I understand that failure to comply with the above statements may result in disciplinary action or possibly dismissal from my position.
- In addition, I pledge to prayerfully care for the campers in my charge. I will conduct myself as a godly example, and, as God gives me opportunity and ability, I will point them always to Christ and the Word.

Signed: _____

Date: _____