

Silver Lake Mennonite Camp

Expectations & Policies

For Volunteers

All Volunteers:

- Please plan to arrive on Sunday afternoon between 3 and 5 p.m. Upon arrival please identify yourself to a Silver Lake staff person who will show you to your cabin.
- Enjoy the first supper as our guest (we'll make you work for the other ones☺). After dinner there will be a gathering of all the volunteers with the head cook, cook's assistant, the maintenance coordinator and the directors to get to know one other and to explain any other expectations.
- You are invited to campfires, morning devotions/watches, worship campfires, coffeehouses, pineside concerts and closing campfires. If you wish to participate in other parts of the program please let us know.
- Normally, we will eat meals on the kitchen porch unless weather dictates otherwise.
- Generally speaking, volunteers work in the morning (kitchen from 7 am – noon and maintenance from 9 am – noon with some work in the afternoon after a good nap)
- During “time-off” please wander around the camp, relax or enjoy other aspects of the Bruce Peninsula (of course if you want to work, we can find work for you!).
- Please use Volunteer Sign in/out list if you are leaving property. This is located in the kitchen.
- Providing campers are not in session, we invite you to use the canoes, kayaks and/or sailboats as well as fishing gear. PLEASE NOTE; PFDs (life jackets) must be worn at all times on the water.
- You may use the staff phone line (519-422-3200) if they need to make any calls, located in the Cook's office or the Kitchen. For internet access please see the camp director.
- In case the siren sounds indicating a land or water search, all the volunteers are to return to the Dining Hall where they will be instructed on which procedures to follow. We will give you advanced warning for all practice searches
- Volunteers do not have access to camper cabins
- If any problems arise or you have any concerns or comments please funnel those comments through the camp director.

Kitchen Volunteers:

- Be in the kitchen for 7 a.m. start unless otherwise determined by the Head Cook.
- Wear closed-toed shoes and have long hair tied back or under a hat.
- Normally kitchen staff works from 7 a.m. till noon, preparing breakfast, lunch and supper. They may be expected to return to the kitchen around 4:30 p.m. to finish last minute preparation.
- The Head Cook will delegate cooking tasks to the volunteers.*
- GOOD NEWS! You are not expected to do dishes.
- Normally Saturday morning breakfast is the last meal you will be expected to prepare, however we may ask for your help in preparing a snack or take home lunch prior to the closing campfire at 10:30am.

** If you have any special talents or interests in the kitchen please notify the cook at the beginning of your stay at camp.*

Maintenance Volunteers:

- We usually work in the mornings and a few hours in the afternoon after a little rest.
 - From time to time you might be asked to help out in the kitchen.
- * If you have any special talents or interests in the maintenance department please notify the volunteer and maintenance coordinators at the beginning of your stay at camp.*

VOLUNTEER CHILDREN POLICY

Volunteers Whose Child(ren) Are Campers:

- Parents may visit/talk with their child(ren) but should encourage their child to make their cabin and counselors their primary focus. Parents should give their child space and encourage them to get to know their cabin mates.
- Parents do not have access to camper cabins unless they are fulfilling maintenance duties or have made arrangements with the cabin counselors and directors.
- Parents should discuss any concerns with the director.
- For insurance and programming reasons, children are not allowed to volunteer even if under the supervision of a parent. All children on site must be registered in a traditional camp program

RELATIONSHIP POLICY

The Silver Lake community is built on relationships; relationships between campers, campers and staff, staff and volunteers, and among the staff make up a web of relations that form SLMC's community. All people at Silver Lake, regardless of who they are (e.g. camper, staff, volunteer, guest, parent, etc.) have a right to experience Silver Lake as a safe place that is free from any form of harassment or abuse.

GUIDELINES FOR STAFF, VOLUNTEERS, CILTS AND GUESTS RELATING TO CAMPERS

Silver Lake is a place made up of people of various ages and positions. Those considered adults (those over 18 which include staff, volunteers and guests) as well as CILTs (considered adults in this section) hold considerable power (due to their age and size) over the younger children (campers). Such power can never be used to belittle, intimidate, threaten, hurt, or demean another person.

Adult Awareness and Responsibilities

- In every instance, the campers are our number one priority and are to be treated with respect. Insults, name calling or purposely doing things to belittle campers are unacceptable.
- Campers are in the care of the staff and Cilts on practicum. Volunteers are not allowed to supervise campers or have access to camper cabins outside of Maintenance duties.
- Adults must not put themselves in situations where their actions can be misinterpreted. Adults should also be mindful of how their interactions with one another can be misinterpreted by campers.

- ***Adults should never be alone with a camper and should follow the three-person rule. Private conversations between campers and adults should always be done in a public place.***

Discipline

- No adult member should ever physically discipline a camper. Discipline may include any form of physical or emotional punishment, denial of needs (sleep, food, shelter, clothing), or verbal abuse. If you need to reprimand a camper or impose limits or consequences for misbehaviour, do so in the presence of another staff member.
- Whenever possible, adults should respect the camper's desire for privacy and the camper's personal boundaries.

Reporting

- If anyone knows or suspects that any of the above guidelines have been broken, they must report such incidents immediately to one of the Directors.
- The Directors will follow the guidelines for response outlined in Section C of the Abuse Prevention Policy, "Response to Accusations of Abuse".