



# Girl Scout Howard County Day Camp

## *General Training*

### I. WELCOME & GENERAL INFORMATION

### II. NEW NEWS FOR VOLUNTEERS

- Background checks & Rebates

### III. LEADERS & EXAMPLES

### IV. INFORMATION SOURCES

- GSCM Camp Manual online at [www.gshcdc.org](http://www.gshcdc.org) / Program Information
- Our Civil Rights/Safe Space/Code of Ethics/Personal Conduct page 16
- Stages of Development/Age Norms page 13

### V. PROGRAM AIDES AND AULs

### VI. TRANSPORTATION

- stay far away from camp road until busses leave
- Adult staff will stay at flagfield until after the busses have departed— about 3:30 PM

### VII. STAFF CAFÉ & LUNCH

### VIII. QUARTERMASTERS

- supplies
- Cooking Day
- Sno Cones

### IX. SUPPLIES

#### Provided by Camp:

- Craft supplies requested using the "Unit Supply Order Form" due by 1:15 PM at Outdoor Training.—  
[\$1.00 allocated for each camper in unit only if camp is unable to provide requested items]  
Save receipts for reimbursement at Rebate time.
- Banner/Flag: each unit is assigned a color and provided with a hemmed banner and a dowel.
- dining canopy
- Rope/twine/plastic ribbon - provided to define boundaries of unit
- Water Cooler
- Cooler for lunches
- Cooking Day supplies

#### Unit Bucket will contain:

- |  |                |                          |
|--|----------------|--------------------------|
| - clip board with names of campers and staff in unit |                |                          |
| - simple First Aid supplies                          | - Sharpies     | - markers                |
| - name buttons                                       | - pencils      | - crayons                |
| - glue   | - clothes pins | - thermometer for cooler |
| - safety pins for swaps                              | - scissors     | - trash bag              |

#### Supplies from home:

- |                       |  |
|-----------------------|--|
| - hand wash unit      | - ice for cooler                         |
| - 1-3 tarps to sit on | - rope/line for hanging back packs, etc. |
| - folding tables      | - basket/box to store sit-upons          |
| - kaper chart         | - lawn /camp chair                       |
| - buddy board         |  |

### X. HOW TO PLAN

- Rainy day activities
- Plan a meeting, HCGSDC handout
- Exchange phone/e-mail info ... **COMMUNICATE!**
- One "Supply Order Form" from each unit due by 1:15 PM at Outdoor Training
- Pick up supplies between 4:30 and 5:00 PM at Outdoor Training.
- Unit schedules due at Camp Set-Up

## XI. CAMP ACTIVITIES

- Unit schedules in packet
- Theme Days: listed in Camp Booklet
- T-shirt Delivery: T-shirts are delivered to Units and Programs on Monday
- send one adult staff member to Staff Meeting on Tuesday afternoon
- Flag Ceremony, latrine cleaning, cooking day, sno cones, etc. are all scheduled for you
- All-camp activity Friday morning
- Closing Program on Friday: camp is divided between Amphitheatre and Pavilion—check board for your location
- SWAP Time in flag field on Friday before Closing Flag

### Scheduled Activities :

- Theme Days
- Flag Ceremony
- T-shirt delivery
- Latrine duty
- Cooking Day
- STEM Program
- Theme Program
- Archery—Juniors
- Whole Camp Activity
- Sno Cones
- Crafts I
- Crafts II
- Games
- Dance
- Songs
- Parade of Colors
- Staff Mtgs.
- Closing Program
- Swap Time

### Activities you will schedule/prepare for:

- Unit banner/flag
- Chant
- Skit or song for closing program
- Parade of Colors
- Swap making

## XI. PROGRAM

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## XII. OUTDOOR TRAINING—1:00-5:30 PM @ Camp Ilchester

- Dress appropriately
- Bring: notebook, pencil, chair or sit-upon, ideas
- park at Ilchester Elementary School and walk in
- Turn in "Supply Order Form" by 1:15 PM at Outdoor Training
- Staff Appreciation Meal

**Administrative Director:** Tamarah Nuttle "Michigan"

**Business Team:** Brandi Carter "Branola," (Business Mgr), Katie Walker "Jedi"

**Concierge:** Katherine Brown "Kicks"

**PR:** Bethany Lightcap "Stitch"

**Treasurer:** Leslie Worrell "Pepper"

**HR: Adult Staff Placement:** Sarah Brohawn Helfrich "Pepto"

**Transportation Directors:** Lauren Elliott "Pinky," Kathryn Neuman "Ice Princess"

**Program Director:** Joanne Brazinski "Hawkeye,"

**Quartermaster:** Patti Lizzo "Bluebird," Stacey Freedman "MahjChick,"

**PA & PA Training:** Carol Bianchini, "Cakes,"

**Archery:** Ashley Tipton "Mica," Alex Dunbar "Flex,"

**Shedmaster:** Fay Billman "Wolf,"

**Supply Ninja:** Gecko

**SWAT Manager:** Sarah Brohawn Helfrich "Pepto"

**Camp Schedule:** Stacey Freedman "MahjChick"

**T-shirt & Patch design:** Sharyn Eirich "Kawa"

**Kitchen:** Kim Rosenbaum "Crookshanks," Shawn Nielsen "Alaska"