



Camp Keaton Hamilton 2020 Volunteer Application

Thank you for your interest in volunteering with Camp Keaton Hamilton. This portion of the package will give you a better idea of what it means to be a Camp Keaton volunteer and will hopefully help answer any questions you may have.

Volunteering at Camp Keaton is a big commitment of your time and energy, but, as past volunteers will tell you, it is a life-changing experience for campers and volunteers alike. **Please read over this helpful document to learn about the volunteer opportunities and other important information.**

Camp Keaton Volunteer Policies and Requirements:

As a volunteer, you are part of the Camp Keaton family. You will be a major part of the camp experience for the campers and therefore we ask that everyone conducts themselves accordingly.

Core Criteria - volunteers must have qualities of warmth and compassion, the ability to communicate clearly and effectively. Volunteers provide non-judgmental and empathetic support to campers throughout the weekend.

Personal Loss History - if you have experienced a loss in the past 12 months please determine your readiness to work with campers with the Camp Keaton Director. It is important to remember that camp is a time for children to grieve and heal. Volunteers are there to support them during that process.

Time Involvement - At Camp Keaton volunteers are responsible for the supervision and care of campers for three days. This is no small responsibility. You should plan to spend 2 - 3 evenings and 2 - 3 full days engaging in Camp Keaton training and team building activities leading up to the weekend at camp. This will make sure you are prepared for camp and that the weekend is a success for campers and volunteers. The two positions are Cabin Big Buddies and Grief Activity Facilitators.

Training - All volunteers are required to participate in an interview to see if they are the right 'fit' for Camp Keaton. Volunteers attending the camp weekend are **required to attend:**

- Volunteer Training – approx. 25 hours, 5 dates completed consecutively
- Volunteer Meet & Greet/Training evening for Cabin Buddies/Grief Activity Facilitators – TBA
- Camp Keaton Hamilton Meet & Greet evening – all campers, families, volunteers and staff – TBA
- Volunteer Appreciation and Post Camp Reunion evening event - TBA

Personal File and Police Check with Vulnerable Sector Screening - Volunteers must submit all required personal file documentation including personal references prior to starting active volunteer services.

Obtaining a **Police Check with Vulnerable Sector Screening can take a long time and it is a mandatory requirement.** You must obtain a **Vulnerable Sector Screening Police Check** for the **current year.** Returning volunteers must obtain a **new Vulnerable Sector Screening Police Check** for the **current year.** There is a fee and it can be done by going to your local Police Central Records Branch. You may require a letter stating that you are volunteering for Camp Keaton. Please email Karen Nowicki, Camp Keaton Administrator, at knowicki@kemphospice.org and she will attach the required letter.



Transportation - All volunteers who attend camp travel up to camp together with the campers on a bus provided by Camp Keaton. More information on this will be provided at a later date.

Confidentiality – Information about campers is strictly confidential and all volunteers must sign a confidentiality form.

The BIG Picture

Camp Keaton is a three-day overnight camp for children and teenagers, ages 7 to 17, who have experienced the death of a significant person in their life. It will be held **Friday, June 5th to Sunday, June 7th, 2020**. At Camp Keaton, children have an opportunity to be around other children who have experienced similar losses. The camp is located at Camp Wenonah, 1324 Bird Lake Road, Bracebridge, ON P1L 1X1, 705-645-3342.

We are looking forward to embarking on our eighth year of camp and have spots open for approximately 25 – 35 volunteers to assist us. We will be accepting 50 campers this year on a first come first serve basis. It is vital that all camp volunteers play a role in keeping our campers safe and that the activities run as smoothly as possible.

Ways to Volunteer

Grief Activity Facilitators (GAF)

1. Meet with the Grief Counsellor to check in about campers and camp activities. Strong communication skills are important.
2. Participate in mandatory pre-camp training to develop skills concerning your awareness of hearing camper stories and your personal boundaries.
3. Serve as a support to the Cabin Big Buddies of one or two cabins, helping with any issues that may arise during the weekend.
4. Help facilitate the various grief activities for campers and help the various teams as needed.
5. Help as needed throughout the year, in training or at meetings.
6. Attend the Volunteer Meet & Greet/Training evening - TBA.
7. Attend the Camp Keaton Meet and Greet evening event to meet with the campers and assist them in getting to know one another – TBA.
8. Attend the Volunteer Appreciation and Post Camp Reunion event - TBA.

Cabin Big Buddies (CBB):

1. Responsible for the four to six children in your cabin for the entire weekend. Some cabins may have 2 or 3 buddies in them at a time. Eat all meals and share a cabin with assigned campers.
2. Participate in mandatory pre-camp training to develop skills concerning your awareness of hearing camper stories and your personal boundaries.
3. Greet the campers in your cabin and facilitating rule setting and cabin-group bonding.
4. Responsibility to know where your campers are at **ALL** times and to accompany them to each activity on time per the camp schedule.
5. Ensure that coverage of campers is maintained at all times, even during break time.
6. Update and communicate with Grief Activity Facilitators and the Clinical Director throughout camp as needed.
7. Attend the Volunteer Meet & Greet/Training evening – TBA.
8. Attend the Camp Keaton Meet and Greet evening to meet with the campers and assist them in getting to know one another – TBA.
9. Attend the Volunteer Appreciation and Post Camp Reunion event - TBA.



Volunteer Application

Camp Keaton is an annual weekend camp for children and teenagers (ages 7 to 17) who are grieving the death of a loved one. Camp will be held **Friday, June 5th to Sunday, June 7th, 2020** at Camp Wenonah in Bracebridge, Ontario. For more information please contact Karen Nowicki, Camp Keaton Administrator, at 905-387-2448 ext. 2208 or email knowicki@kemphospice.org.

Volunteers must be 18 years or older and be in good physical condition. All volunteers must complete a police check with vulnerable sector screening. They must attend all required volunteer trainings and relevant meetings. Please note that although we attempt to place every volunteer applicant, we may not be able to place all applicants due to the large number of applications received. You will be contacted for an interview following your submission if application requirements are met. **Applications must be submitted by Friday, January 31, 2020.**

PERSONAL INFORMATION (PLEASE PRINT)

Full Name: _____ I prefer to be called: _____

Check one: I am 18 years or older Yes No

Street Address: _____

City: _____ Postal Code: _____

Phone: Day: _____ Evening: _____ Cell: _____

Email Address: _____

What is the best time/way to reach you? Morning Afternoon Evening

Phone Email

Emergency contact name: _____ Relationship: _____

Emergency contact phone: Day: _____ Evening: _____

Have you experienced a personal loss in the last year? Yes No



VOLUNTEER INTERESTS (Attach extra sheet if you need more space)

Why are you interested in volunteering at Camp Keaton?

Which camp role(s) are you interested in? (check all that apply)

At Camp:

Cabin Big Buddy

Grief Activity Facilitator

First choice: _____ **Second choice:** _____

What age group are you most interested in working with? (e.g., 7 - 9 years or teens): _____

Dietary requirements/restrictions (specify): _____

Do you have any health concerns that may affect your functioning as a volunteer?

(Please specify any chronic conditions (e.g. back injuries, allergies))

T-shirt Size (check one): S M L XL 2X 3X 4X

Male Female

How did you hear about volunteering for Camp Keaton?

Friend/family member Internet Flyer Other: (please specify) _____



EXPERIENCE AND EDUCATION (Attach extra sheet if you need more space)

VOLUNTEER EXPERIENCE:

Organization	Duties	Dates
_____	_____	_____
_____	_____	_____

Life experiences (hobbies, skills, interests, talents): _____

Languages spoken: _____

EDUCATION / SPECIAL TRAINING:

School	Dates	Major/Topic	Degree/Certificate
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever received Grief and Bereavement training? Yes No

If yes, please describe: _____

RECENT EMPLOYMENT HISTORY:

Employer	Job Title	How long?
Current:	_____	_____
Previous:	_____	_____
	_____	_____



Do you have experience working with children and/or teenagers?

Yes

No

If yes, please provide details (setting, age range of children/teenagers, etc.)

Are there any additional experiences/qualifications you have that you feel would make you a good Camp Keaton volunteer?



Please read the following carefully before signing this application form.

I understand that the information provided in this application form is on permanent file with the Dr. Bob Kemp Hospice, will be kept confidential, and will be used only to assist in the Dr. Bob Kemp/Camp Keaton screening process and then in making the best possible placement for me in an appropriate volunteer position.

I also understand that the following will be required:

- A police reference/ vulnerable sector check as part of the screening process
- Attending volunteer training and relevant meetings
- Abiding by the Camp Keaton Policies and Procedures

I certify that the information provided on this application is true and complete to the best of my knowledge.

Signature: _____ **Date:** _____

Please return by Friday, January 31, 2020 to:

Camp Keaton Hamilton
Karen Nowicki, Camp Keaton Administrator
277 Stone Church Road East
Hamilton, ON L9B 1B1

Email: knowicki@kemphospice.org
Phone: 905-387-2448 ext. 2208
Fax: 905-387-7822



Volunteer Personal References

1. Please contact TWO people who will act as references for you (Note: must be 20 years of age, should know you for more than 2 years, e.g. friend, neighbour, co-worker, clergy, employer, doctor, lawyer).
2. Please do not use family members, spouse, partner or Dr. Bob Kemp Hospice employees as references.
3. List their names and contact information. (Email required)
4. One written reference may be attached with the application.
5. Sign the release statement below.
6. Return this form and any written reference with your application.

Name of Volunteer: _____

Reference #1

Name: _____ Phone #: _____

Email: _____
(please include)

Relationship: _____

Reference #2

Name: _____ Phone #: _____

Email: _____
(please include)

Relationship: _____

Release Statement:

I, _____ (please print), will contact the people listed above as personal references. I give my permission to the Camp Keaton Administrator to contact these individuals.

Signature: _____ Date: _____

For office use only:

Reference #1: Date Received

Reference #2: Date Received