

Windsor Hills Camp and Retreat Center

29 White Pond Rd, Windsor, NH 03244

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Procedures for Applying for Adult Volunteer Staff at Windsor Hills Camp

Changes in society demand that we carefully screen every person who works with children or youth at our camps. Adhering to the following procedure helps make sure that our children are as safe as possible. These guidelines help you get the full perspective on applying for a counselor-in-training (CIT) position at WHC.

You must be 19 to be an adult volunteer this year

To Apply:

1. Schedule your camp physical. A complete, extensive physical is not necessary . . . a camp physical is. Call your doctor early and get this matter settled.
2. Take the required health form with you to your doctor's office. **Send the form to the CAMP.**
3. Download the Criminal Background Form. Follow the directions with the form. **Send the paperwork to camp.**
4. Fill out the application for Adult Volunteers. Be sure to fill out the form completely. **Mail the form to Sandy Smith, 29 White Pond Rd., Windsor, NH 03244.** . (Questions? Sandy Smith: sandysmith@whcamp.org)

Expectations:

In the State of New Hampshire, camp counselors have some very specific obligations. It will be the area supervisors responsibility to know where their campers are 24 hours a day. You will help them do this by informing them if you must leave the grounds.

Volunteers are expected to follow the same guidelines and disciplinary codes as the campers.

Do not bring items for the purpose of pulling pranks. That is not the role of volunteers. Your responsibility is to help enforce the disciplinary code of the directors.

Volunteers are not a part of the camp program. There will be a separate program for all volunteers. We are there to serve, not camp.

Don't forget: To apply you need to:

1. Send a copy of the application to **Sandy Smith at Windsor Hills.**
2. Send completed medical form to Windsor Hills.
3. Send completed Criminal Background Check procedure.