

Windsor Hills Camp and Retreat Center

29 White Pond Rd, Windsor, NH 03244

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Procedures for Applying for Teen Volunteer Staff at Windsor Hills Camp

Teen Worker Scholarship Program

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 14 to be a teen 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 Teen 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 resident assistants responsibility to know where their campers are 24 hours a day. You will help them do this by seeking permission to leave the group location.

Volunteers are expected to fully participate in all volunteer work schedules and down time schedules. 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.