

Skills

Introductions

- Introduce yourself to skill head at breakfast
 - Firm handshake, eye contact
 - Ask which specific skill you will be on
 - Ask expectations, and follow up/clarification questions
 - Inform of waitering/minicamp obligations
 - Ask which staff member you should communicate with directly during skill
- Introduce yourself to the rest of the skill staff as soon as possible

During Skill

- Let the skill head/staff member know when you arrive
 - Ask what they want you to do
- In-between hours
 - Engage campers – keep them organized together
 - Name games
 - Circle games
 - Ask skill head if you can ask question of the day
 - Focus on safety – make sure kids aren't running around unsupervised
- Skill hour
 - First hour focus on camper interactions and getting to know the skill
 - Be proactive
 - Take on as much responsibility as possible
 - Instruct skill as soon as possible
 - Step on toes!
 - Balance group presence and one on ones
 - Try to balance your time between groups of campers
 - Focus on safety
 - Remind campers about sunscreen/water/bug spray
 - Model by putting on sunscreen, drinking water
 - Help minimize lost and found
 - Collect and centralize lost and found between skill areas
 - Announce lost and found to groups that are leaving
 - Communication with staff
 - Non verbal check-in during skill (thumbs up, thumbs down)
 - In between hours (and after the last hour)
 - Lead the conversation
 - Ask for improvement suggestions
 - Tell them how you think the skill went
 - After last hour, ask about the plan for tomorrow

Participation Day

- Introduction to counselor:
 - Introduce yourself to counselor and LT3 as soon as possible with a firm handshake and eye contact
 - Ask about cabin dynamics
 - Who came together, who are the cabin leaders, what challenging behaviors have presented, etc.
 - Ask for expectations for the day
 - Clarify anything that is unclear
 - Get specifics from the counselor
 - Ask about the activity you are expected to plan
 - Let counselor know if you will be late/leaving early during the day
- Planning your activity/preparing for the day:
 - Sit with cabin at meals
 - Learn their names!
 - Foreshadow
 - Keep in mind age group
 - Keep it simple
- Participation Day:
 - Cabin Activities:
 - Be on time/early!
 - Be vocal, energetic, and positive
 - You are an all-star camper for the day, not just an observer
 - Adhere to the time frame the counselor expressed for your activity
 - End it while it's fun
 - Encourage water and sunscreen
 - Communicate with counselor and LT3 throughout the day (thumbs up/thumbs down periodically)
 - Vesper
 - Be on time/early!
 - When you arrive, ask counselor/LT3 what you should be doing
 - Engage campers immediately—don't sit at table
 - When campers are in bunks, walk around for one on ones, help them get settled for TAPS
 - Don't sit on campers bunks, and ask for permission to enter their space
 - Look at the camper who is talking (you can't see them but they can see you)
 - Participate in the conversation
 - Don't play with the candles
 - Ask follow-up questions to campers' responses
 - Encourage campers to participate

- Debrief
 - Lead the conversation!
 - Ask about specific situations
 - This is your opportunity to learn for take-over – ask counselor why they did certain things
 - Ask for improvement suggestions, especially as applied to takeover day
 - Follow up questions
 - If you don't understand something, ask for clarification

Takeover Day

- Introduction to counselor
 - Introduce yourself to counselor and LT3 as soon as possible
 - Counselor and LT3 are on same level
 - Ask about the cabin dynamics
 - Challenging camper behaviors?
 - Who came together?
 - Pairings the counselor prefers?
 - What activities they like/don't like?
 - Natural leaders?
 - Ask what the cabin has already done that week
 - What the campers would like to do
 - Expectations for planning the day
 - General Expectations
 - Plan another time to meet so they can review your plan
 - Let counselor know if you will be late/leave early during day
 - Ask any traditions they have in cabin (especially for vesper)
- Planning
 - Sit with cabin at meals
 - Learn their names!
 - Find out what they want to do for your takeover
 - Foreshadow your day
 - Start thinking about the day through the week
 - Keep age group in mind
 - Watch-out for over competitive games
 - Balance active activities with downtime/crafty/water activities
 - Plan a day that *you* think is fun
 - Plan for transition time
 - Songs, games, questions
 - Over-plan
 - If an activity goes wrong, have a back up
 - Snack is from 3-4PM, don't be late!
 - Plan to balance who is leading activities if you are paired with another T
 - Use other Ts/staff members as resources
 - Set-up done before takeover day
- Takeover Day
 - Interact with cabin as soon as possible (sit with cabin at breakfast if possible)
 - Cabin Acts time
 - Be on time/early!
 - Constant communication with counselor
 - Verbal and nonverbal (thumbs up thumbs down before and after every activity)

- Make sure all campers get equal playing time
- Balance group presence and one on ones throughout the day (and coordinate with other T if you are paired)
- End activities while they're fun!
- Make sure communication with T partner is limited
- Focus on and model safety (hydration, sunscreen, bug spray)
- Vesper
 - Be on time/early!
 - Engage campers immediately – don't sit at table
 - When campers are in bunks, walk around for one on ones, help get them settled down for taps
 - Ask before entering their personal space
 - Look at camper when they are talking – you can't see them but they can see you
 - Ask follow up questions
 - Encourage camper to participate
 - It's okay if campers fall asleep
 - Be flexible – talk about what they want to talk about
 - Vesper should end around 10PM (not a hard and fast rule)
- Debrief
 - Lead the conversation!
 - Ask about specific situations
 - Ask for improvement suggestions
 - Follow-up questions
 - Explain which activities went well, which didn't go as well
 - If you don't understand something, ask for clarification
 - Balance conversation between counselor and LT3
 - This is the best time to learn directly from someone with experience, take advantage of it!

Free Time

- Have a Frisbee or ball or deck of cards or some sort of game/activity with you to start up a game with campers
- Start a big game of Ultimate, soccer, etc. in Norris field or Kossow field
- Play and supervise Gaga
- Take campers disc golfing
- Grab a game from the Bizarre Bazaar (if you need something unlocked ask an Ad Staff member)
- Go on a nature walk (stay on paths and in supervised areas of camp)
- “Stake out” hiding spots for the evening activity (if applicable)
- Plan a skit for a campfire
- Take campers boating, sailing, etc.
- Help facilitate a crafty activity
- Hangout and supervise with campers at the hammocks
- See if they have any special interest/skills and do something with that (maybe they play a sport or have an instrument at camp)
- **Don't go back to the lodge!**

Minicamp

- Must have shirts
- Be on time
- Patiently wait for Lunch/ Take appropriate amount of food
- Supervise campers at all times
- Take advantage of not being formally evaluated—be creative and challenge yourself!
- Age appropriate behavior
- Protect yourself (bathrooms, changing room)
 - Make sure you are **never** alone with a camper, and that a staff member can see you at all times
- Know your role
- Be professional with counselor
- Communicate with counselor
- Pool time = have to be in the pool
 - Safety

Meals

- Choose a cabin without other Ts
- Introduce yourself to both counselors
 - Firm hand shake, eye contact
 - Ask if you can eat with their cabin
- Sit with your Participation/Takeover cabin if possible
- Be vocal at meals
 - Try to learn all of the campers names
 - Make sure campers know your name
- Balance group presence and one on ones
 - Try to get to know individual campers
 - Ask questions to the whole group
- Play games appropriate for meal time
 - LT question game (How many questions they can ask you in 1 min.)
 - Story telling
 - Would you rather
 - Favorites
 - Riddles
- Foreshadow the rest of their day/week
 - “What are your skills?”
 - “What are you doing for cabin activities?”
 - “Are you excited for runt hunt?” ...
- Spread yourself between counselor/3
- Don'ts
 - Eating/chugging contests
 - Talk to other Ts at the table
 - Avoid leaving table for salad bar (Definitely don't run to salad bar right after bell)

Writing Skits

- Stay Focused, skit-writing is always against the clock.
- Involve everyone, and quickly resolve disputes within the group.
 - Assign roles and tasks (writing/costumes/props)
- Keep the skit as simple as possible
- Don't waste time building props
- Only one person should talk at a time on stage, and they should speak clearly, face the crowd, and stand in the middle of Council Bluff
- Use the front of the stage area
- A good narrator can help the skit flow smoothly
 - Similarly, a director off-stage can help things flow well and coherently
- Physical humor is funny, in small doses
- Maintain basic plot structure of introduction, posing of conflict, failed attempts to resolve conflict, formulating a plan/assembling a team to deal with conflict, defeat conflict, resolution.
- Use colorful and charismatic characters
- Appropriate! Think, "If a parent of a camper saw this, what would they think?"
- It can be funny to weave things in from previous parts of the skit
- It can be useful to base characters on people's natural personality.
- End it clearly
 - If the end is a fight scene, make sure there is a clear ending to the scene and some final dialogue
- Write it down!
 - Write any and all relevant info down, but don't worry too much if lines/situations are slightly changed as the skit goes on
- Keep it SHORT! No more than 4-5 minutes.