



BOY SCOUTS OF AMERICA®

CRATER LAKE COUNCIL

Camp Day Camp Coordinator

We encourage all Packs to recruit a Day Camp Coordinator. First, it helps to spread the responsibilities of the pack from just the Cubmaster and Committee Chair, and second it is a good opportunity for a parent to assume a role within the pack that is relatively short term and gets them involved. Ideally the Coordinator would be a parent who was planning for their Scout to attend Day Camp.

A Coordinator would assist by:

- Becoming familiar with the registration procedures as outlined in the Pack, Scout, adult, and Tag-A-Long application forms, as well as the medical form. All Day Camp forms and payment are to be collected by the packs, and then turned in along with the Pack Registration Form and a Pack check, to the Day Camp Directors. Individuals should not register for Day Camp...they should register through their Pack. Forms will be available on the council website under “Activities”, and then “Day Camp”.
- There is an “Early Bird” discount if packs can register **on, or before, May 6.** This price is \$80. From May 7th to May 22nd, the price increases to \$100. After May 22nd, the price is \$110, and T-Shirts cannot be guaranteed to arrive by the time camp starts. Any Scout who is a new recruit to the Pack in the spring will be entitled to the Early Bird price. Each camp will hold a turn-in event for packs to bring their registrations to. The Coordinator should identify who their Camp Directors are, and when and where their registration turn-in will be taking place. This can be found on the camp link for each camp at the web location listed above.
- Recruiting enough pack adult volunteers to meet the minimum ratio of 1 adult for every 4 Scouts in camp each day. Adults do not have to be the same each day (they can volunteer for all days, or for individual days), but there must be enough to satisfy the ratio for your pack each day. The Pack Registration form helps to clarify this by listing all the Scouts and adults (which days the adults are in camp), and a summary chart to double check that each day has the necessary total. Volunteers are also needed for camp setup and tear down, and one volunteer for each day from each pack is needed. Those days and times should be on the camp’s web page. Also, some camps are four days with an evening program, so check the website for details on your camp.
- Collecting the registration forms, medical forms and payment, checking for signatures and completeness, and completing the Pack Registration form with that information. Then giving the pack treasurer the individual checks, and getting a single pack check for the total Pack amount due.
- Inform the adult volunteers as to the Camp Orientation that they need to attend. The details for this orientation should be on each camp’s link on the Council website. All adults will be required to show completion of Youth Protection training, or can take the course at the Camp Orientation.