



March 16, 2017

Dear Camp Independence Volunteer:

It's that time again. Over 140 children with diabetes and siblings are counting on us again to provide a week of fun, physical education, and lessons in dealing with diabetes. Whether you are a newcomer or a veteran volunteer, they hope that your participation will provide them with a memorable summer. Camp Independence will be held July 17, 2017 through July 21, 2017 at St. Mary's Hall School.

Enclosed please find a staff application and contract to serve on the volunteer staff of Camp Independence of San Antonio 2017. Instructions:

Complete form in its entirety.

Review the job descriptions on the last page. Print your camp position on the front of the form. Be sure to note which days you will participate and note if you will be absent for part of the day.

Mail contract to the Camp Director with a check for \$5.00 to offset the cost of snacks and Camp T-shirt by July 14, 2017. New (Dryfit) staff shirts will be available for \$20.00 at staff orientation.

Staff training is being planned. Please hold the date Saturday, July 15, 9 AM to Noon to meet your colleagues and to orient to changes in camp and to make Monday morning as smooth as possible.

If you need additional applications for colleagues, friends, etc. please call me at 830-981-8297 or send me an e-mail at mdanney@gvtc.com. Check out our website at ci-sa.org.

I look forward to helping you have a productive year at Camp Independence 2017.

Our first camp planning session will be held Wednesday, April 12, 2017 at the Diabetes and Glandular Disease Clinic, 5107 Medical Drive, at 6:00 PM. All volunteers are invited to attend to help design the T-shirt, to help outline the schedule, to help identify possible sources of donations, and provide additional input to the planning of Camp Independence of San Antonio 2017. The Board of Directors looks forward to your participation.

Mark Danney
Camp Director
8730 Avator Circle
Fair Oaks Ranch, TX 78015

List below Special Experience which will enhance your job performance at Camp:

The signing of this agreement by the Camp Director and the above named staff member binds them to the following terms:

1. The Staff Member agrees to serve the Camp to the best of his/her ability in the position listed on the application. The job description has been reviewed by the volunteer.
2. The Staff Member agrees to report to Camp on each of the following days of Camp from 7:30 AM to 4 PM:
July 17____ July 18____ July 19____ July 20____ July 21____ *Note ½ days as necessary
3. Service will be without compensation.
4. Staff Member agrees to follow personnel policies and procedures as outlined in the staff training manual.
5. Staff Member will attend pre-camp staff training on Saturday, July 15, 2017 from 9 AM to noon.
6. This agreement shall be deemed to have been executed in the State of Texas.
7. The Camp agrees to provide a general liability insurance policy.
8. The Staff member will hold Camp Independence of San Antonio harmless for accidental injury and illness during the camp session.
9. I am advised that an investigative report will be requested for applicable information concerning my character, work habits and abilities, general reputation, and personal characteristics. Such report will be sought through prior employers, personal references, and/or appropriate law enforcement agencies. I release and agree to hold harmless, cooperating organizations or persons, and Camp Independence of San Antonio from any legal liability arising from such reports.

Accepted according to the above terms and condition

Mark Danney
Camp Director

Volunteer Staff Member

Date _____

Date _____

Name of Employer

Position with Employer

Address of Employer

Full time positions:

Counselor

Responsible to the Camp Director for the direct supervision of campers and counselors-in-training in accord with Camp Policy, the standards of the ACA, and other directives of the Camp Committee.

Medical Counselor (M.D. or R.N.)

Responsible to the Camp Director for the direct supervision of campers and counselors-in-training in accord with Camp Policy, the standards of the ACA, and other directives of the Camp Committee. Responsible to the Medical Director or the designated Health Care Manager for the provision of medical care in accord with the Medical Plan. Provides medical surveillance for a group of six to ten campers and their supervising staff.

Full time or part time positions:

Program Volunteer () *Choices include Arts & Crafts, PE, Diabetes Education, Group activities.*

Responsible to the Activity Supervisor for the conduct of the activity () in accord with the written plan for program. Assists the Activity Supervisor and Counselors in the supervision of campers during the activity.

Medical Staff (M.D. or R.N.)

Responsible to the Medical Director or the designated Health Care Manager for the provision of medical care in accord with the Medical Plan.

Food Service Volunteer

Responsible to the Food Service Director for the preparation and service of snacks according to the written food service plan.