

*E pili mau nâ pômaika`i me `oe!
(May blessings ever be with you!)*



2009 Camp JAM
Volunteer Application Packet

Camp JAM

Juvenile **A**rthritis **M**atters

Arthritis Foundation
Pacific Northwest Chapter – Oregon Branch
9700 SW Capitol Hwy., Suite 160
Portland, OR 97219
(503) 245-5695 phone
(888) 845-5695 toll-free
(503) 245-5691 fax

The mission of the Arthritis Foundation is to improve lives through leadership in the prevention, control and cure of arthritis and related diseases.

2009 Camp JAM Volunteer Position Descriptions:

Please mark the positions which you feel would fit you well.

Pre-Camp Office Helper (4-5 needed)

Flexible office helpers, we need you! Join in on a pre-camp work party or come into the office for 2-3 hours as needed. Help with registrations and prepare for our campers!

Counseling Staff (10-12 needed)

Two Options:

Counselor

The counselor plays an essential role in the functioning of the Camp JAM Program. As the main liaison between their assigned age group and camp core staff, the counselor will plan the group's activity schedule (with assistance from Arthritis Foundation staff) and lead the campers, Co-counselors, and Leaders in Training within their group. The key duties of the counselors are to assume responsibility for the welfare of their group during the camp experience and to be certain that each child makes the best possible use of their stay at Camp JAM.

Characteristics of a good counselor include:

- Appreciation for people---tolerance, patience, good humor, accepting difference
- Empathy—the ability to put yourself in the place of others and actually sense how they feel
- Being a role model—setting a good example in all areas including healthy habits, conduct, etc.
- Youthful, yet mature—have good judgment, yet retain a youthfulness of spirit and interest (Age 21+ welcome!)
- Selfless—finding satisfaction in doing a good job and serving others without expecting personal gain
- Ability to arrive early on the morning of Friday, August 14 for final camp training

OR

Co-counselor

The co-counselor will assume an important role as the key support position for counselors. The basic duties of the co-counselors are to follow the lead of the counselor and assist them when needed, particularly with the group activity planning. They will assume the responsibility of the group if the counselor is absent. Co-counselors should have high energy and enthusiasm while remaining safe and responsible at all times.

Characteristics of a good co-counselor include:

- Flexibility—ability to follow directions or take the lead depending on the situation
- Appreciation for people---tolerance, patience, good humor, accepting difference
- Empathy—the ability to put yourself in the place of others and actually sense how they feel
- Setting a good example—habits, conduct, etc.
- Youthful, yet mature—have good judgment, yet retain a youthfulness of spirit and interest (Age 18+ welcome!)
- Selflessness—finding self satisfaction in doing a good job and serving others without expecting personal gain.
- Ability to arrive early on the morning of Friday, June 26th for final camp training.

Leader in Training (6-10 needed)

As a Leader in Training (LIT), you trade the experience of being a camper for a weekend of leadership training. LITs are 16-18 years of age and have experience with arthritis (either living with arthritis, have a sibling or good friend with arthritis, etc.). They assist both the Counselor and Co-counselor in making sure group activities run smoothly and learn important leadership skills that they can apply to future roles as a Counselor or Co-counselor. LITs must attend pre-camp training and will receive special leadership training at camp as well.

Characteristics of a good LIT include:

- Ability to take direction from others—enthusiastically embracing tasks assigned by counseling staff
- Appreciation for people—tolerance, patience, good humor, accepting difference
- Empathy—the ability to put yourself in the place of others and actually sense how they feel
- Setting a good example—habits, conduct, etc.
- Youthful, yet mature—have good judgment, yet retain a youthfulness of spirit and interest (Age 16 - 18 welcome!)
- Selflessness—finding self satisfaction in doing a good job and serving others without expecting personal gain
- Ability to arrive early on the morning of Friday, June 26th for final camp training

Activity Leader (3-4 needed)

If you have an interest in teaching and sharing knowledge, this position is a great spot for you! Share your talent; lend a hand with your superb communication skills and positive attitude as an activity leader. Activities leaders may have experience in one of the following: Arts & Crafts, recreation, nature exploration, etc. This year, luau themed activities are specifically needed.

Decorations Committee

Attend work days (to be scheduled) prior to camp to design and create decorations for camp. Can also assist with the acquisition of luau donations and set-up of decorations on the morning of August 14th.

Registration Volunteer (1-2 needed)

Get ready to smile widely and welcome campers as the “coordinator of first impressions”. If you’re interested in directing and have an eye for detail, this position is a great fit! Registrars work in a pair and make families feel welcome as they arrive at camp.

Aloha Committee (2-4 needed)

Once families have arrived at camp they often feel lost. As a part of the Aloha Committee you will meet and greet campers and their families and help them find their cabins, introduce them to their bunk mates and counselors and orient them to activities. Returning to camp? This is a perfect job for you!

Pre-Camp Set-Up Crew

The pre-camp set up crew arrives early on Friday to help with decorations, signage, and any other last minute details. This is a fun job and can be done by most anyone. Bring a friend or a family member and come lend a hand transforming Canby Grove into a tropical paradise.

Speaker

Speakers may be a person with arthritis or a medical or health professional. Please contact Liz Kelly at (888) 845-5695 ext 103 or ekelly@arthritis.org if you or someone you know is interested in being a speaker at Camp JAM.

Photographer (2-3 needed)

Share your eye for photography! Help us capture the fun memories of Camp JAM to share with families in our memory book and at the Sunday closing ceremony!

Medical Station Staff (3 needed)

Use your knowledge of nursing and medicine to assist campers in case of an emergency. Your main duties include supervising the snack table with special attention paid to campers’ food allergies, plan and lead alternative activities for campers who choose not to participate in regularly scheduled activities, and care for camp-related injuries.

Post-Camp Clean-Up Crew

Help clean up Canby grove after camp ends on Sunday. The clean-up crew will be in charge of tear down and clean up and making sure that the camp looks as nice as it did when we got there.

WHEN would you like to volunteer?

<input type="checkbox"/> Weekdays prior to camp (Office Hours are 8am to 5pm) <ul style="list-style-type: none"><input type="checkbox"/> Mornings<input type="checkbox"/> Afternoons<input type="checkbox"/> Evenings (after 5pm—limited)	<input type="checkbox"/> Camp JAM (August 14 – 16) <ul style="list-style-type: none"><input type="checkbox"/> Friday<input type="checkbox"/> Saturday<input type="checkbox"/> Sunday
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For Counselors & LITs only:

Counselor training is required. Check ONE of the following training dates that you are able to attend (you are only required to attend one session):

- Wednesday, June 24, 5 p.m. – 8 p.m.
- Saturday, July 18, 9 a.m. – 12 p.m.
- Sunday, July 26, 1 p.m. – 4 p.m.

I understand that attendance on the morning of Friday, June 26 at camp is required for Counselor Leads, Co-counselors, and Leaders in Training.

Please tell us any restrictions affecting your ability to volunteer so Arthritis Foundation staff can place you in a comfortable and appropriate position:

Do you have any special accommodation or food needs that we should be aware of (i.e. allergies, vegetarian, accessibility)?:

Please send completed application to:

**Arthritis Foundation PNW Chapter – Oregon Branch
Attn: Camp JAM Volunteer Coordinator
9700 SW Capitol Highway, Suite 160
Portland, OR 97219**

Questions? Please contact:

Liz Kelly
Programs & Services Coordinator
Arthritis Foundation PNW Chapter – Oregon Branch
(888) 845-5695 ext. 103
ekelly@arthritis.org

We appreciate your interest in Camp JAM 2009!



Volunteer Information Form

Please fill out this form and fax or mail it to the Arthritis Foundation office:
Arthritis Foundation Oregon Branch, 9700 Capitol Hwy., Suite 160, Portland, OR 97206
FAX: (503) 245-5691

Date: _____ SS# _____ - _____ - _____

Name: _____

Birthday: ____ / ____ / ____ I am over 18.

Address: _____

City: _____ State: _____ Zip: _____

Day Phone: (____) _____ - _____ Evening Phone: (____) _____ - _____

Other Phone: (____) _____ - _____ Fax: (____) _____ - _____

E-mail address: _____

Emergency Contact: _____

Day Phone: (____) _____ - _____ Evening Phone: (____) _____ - _____

What other past /present volunteer activities have you been involved in?

What activities or hobbies do you enjoy?

Please tell us about any special talents you have, such as music, computer programs, etc.:

Please also write a one-page introduction for yourself and tell us why you would like to be a part of our camp this year. In this introduction please make sure to include your experience working with children, special skills, and why you would make a fabulous volunteer. Please attach it to the back of this packet. Thank you!

Thank you for taking the time to fill out this survey.
This is simply a tool to let us know how to best utilize your time.

Education

School	City/State	Year	Degree?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Additional training or life experiences; special skills you bring to the Arthritis Foundation:

How did you learn about volunteer opportunities with the Arthritis Foundation?

Please tell us what your GOALS are for volunteering, what you would like to LEARN as a volunteer for the Arthritis Foundation – we want your volunteer experience to be great!

Employment Information

I am: Employed Full Time Unemployed Self-employed Student
 Employed Part Time Retired Full time parent

Occupation: _____

Employers Name: _____

Employer's Phone: (_____) _____ - _____

Additional Reference: _____

Phone: (_____) _____ - _____

- My employer offers a time-off program for volunteers
- My employer offers a donation matching program

If you have a resume, please attach it to the application

Please mention any special needs or limitations so that we can make appropriate accommodations.



Certification and Acknowledgement – Required for any volunteer working with children or other vulnerable population.

I certify that all information submitted in this volunteer application, or in my resume, interview or other information is true and complete and that I have not knowingly withheld any information that would affect my application to volunteer at the Arthritis Foundation Pacific Northwest Chapter and that my references will be checked and if I am working with children, a background check with the state within which you will be volunteering will be conducted.

Have you been convicted of a felony (excluding any record or conviction that has been judicially sealed, expunged, eradicated or dismissed)?

_____ No _____ Yes If yes, explain (conviction will not necessarily disqualify)

Volunteers must have no convictions for crimes of a sexual nature, for crimes against a child or for crimes of violence. If disclosed in advance, the standard may be waived by the Arthritis Volunteer Office for misdemeanor charges under special circumstances.

Signature

Date

Parent/Guardian Signature If a Minor

Date

Office Use Only:

Date checked: ____ / ____ / ____ By Staff: _____ Results: _____