

April 15, 2010

Music & Arts Week Staff and Counselors,

Believe it or not, it is time to get ready for this year's camp! We appreciate your willingness to serve and give your time and talents to minister to children and youth through music and worship arts. Without you, MAW would not be possible!

The youth officers have chosen "Day by Day" as the theme for MAW 2010. Our focus scripture will be Philippians 2:5-8 as we study the human and divine sides of Christ. The daily themes are as follows: Birth, Childhood, Teachings, Crucifixion, and Resurrection.

In order to adhere to all Safe Sanctuary policies and ACA regulations, The Fellowship created a list of guidelines for all MAW staff members and counselors. **Please read the guidelines carefully, and feel free to contact us if you have any questions. Also, let us know ASAP if you have a conflict or if you know you will be unable to attend camp this year.**

Music & Arts Week Staff and Counselor Guidelines

- Everyone must be at Sumatanga 24 hours prior to the beginning of camp. This means **9 am Sunday morning**.
- **We must all be at camp the entire week.** Staff and counselors can no longer split the week with someone or only come for part of the week.
- **No overnight visitors** will be allowed to join MAW at any time during the week.
- Counselors must be at least 18 years old and **at least five years older than the oldest camper** in order to work in that division. This means that counselors between the ages of **18-23** can work **only** with the children or junior high campers. Counselors working with senior high campers **must be 24 or older**.
- Staff and counselors will have to take on more duties and supervision than in previous years to satisfy Safe Sanctuary guidelines. Ex: Counselors may be assigned classes to attend. Staff may be assigned rehearsals to attend and more hall walking shifts. Counselors and staff will need to spread out and have an active presence during free time and evening activities.
- **Staff members must pay \$185 for food, lodging, music, t-shirts, etc.**
- Staff/Counselors who bring campers with them on Sunday before camp will need to pay an additional \$26 per camper.
- Anyone (staff, counselors, and campers belonging to them) planning to stay at camp Friday night will need to pay an additional \$20 per person.

- We must have **two people per hall** that are CPR trained. If counselors (or staff planning to stay on the hall) are currently trained, we need a copy of your card. **Let us know ASAP if you are already trained so we'll know if scheduling this training is necessary.**
- Everyone must complete a background check. **No background check, no camp!** The Fellowship is required to have a completed background check for each person volunteering. This must be on file with The Fellowship and Camp Sumatanga; **if you are a teacher or with an agency that requires a background check, you are still required to complete the Staff/Counselor Application and have a background check processed.** Camp Sumatanga will be conducting the background checks using the same method they use for all staff and summer camp volunteers. These background checks are valid for 3 years. **Every person must complete the attached form and send it, along with a \$5 processing fee, to the address listed on the last page of the Staff/Counselor Application. Checks should be made out to "NAC Fellowship."** The Fellowship will write a single check to Camp Sumatanga for the total amount. This will help reduce confusion for The Fellowship and Camp Sumatanga. **All forms and payments must be submitted by May 17th.**

****Those with special circumstances or concerns (government employment, security clearance, or other situations) will be able to complete a background check through the Alabama Bureau of Investigations for an additional fee. Those receiving a background check with the ABI will still be required to complete the Staff/Counselor Application, and it should be completed and mailed by May 17th. Please contact David Miller (william.david.miller@gmail.com) for more information.****

- Everyone must sign the agreement on the next page indicating that you have read the above guidelines, understand them, and agree to follow them. **Please return the agreement with your Staff/Counselor Application. This should be mailed by May 17th.**

Thanks again for all you do to make MAW a success. Please continue to pray for MAW 2010 and invite new campers!

Ginny Hughes
Youth Dean
ginhughes@yahoo.com

Jennifer Gault
Children's Dean
jennifergault@charter.net

Music & Arts Week Staff and Counselor Agreement

I have read the above guidelines and agree to abide by them as a staff member or counselor for Music & Arts Week 2010.

Name (Please Print)

Signature

Date