

A Day in the life of a Camp Twin Lakes Staff Member

Note that there are not many “typical” days at Camp Twin Lakes because of the amazing things that happen here, but this will give you an idea of what a day may look like. Note we are always looking for staff that believes in going BTCOD (Beyond the call of Duty).

- 7:30 Set up your first activity area for the day
- 7:50 Flagpole and energizers
- 8:00a Breakfast (may be assigned to assist serving; everyone else enjoy breakfast with the kids)
- 8:40a Dining Hall energizers
- 9:00a Activity Session I
- 10:10 Activity Session II
- 11:20 Activity Session III
- 12:30 Lunch (may be assigned to serve; everyone else enjoy lunch with the campers)
- 1:05 Low energy sing along
- 1:30 Rest Hour
- 2:30 Activity Session IV
- 3:45 Activity Session V
- 4:55 Activity Session VI
- 6:00 Supper (may be assigned to serve; everyone else enjoy supper with the campers)
- 6:40 High energy Dining hall program
- 7:30 Evening Program (Some of you will be assigned to help with the evening program; we encourage all to go unless it is your assigned night off or OD)
- 10:00 Staff social, cracker barrel, and/or personal time (may be asked to help with getting campers ready for bed, story telling, sing lullabies, the camp out or late night programs)
- 12:00a Sweet Dreams (be back at your room to get your sleep for the next day)

Weekly Responsibilities:

- **Sunday**
 - Return Sunday at 2p (time may flex)
 - Meeting 2-2:30 (may have a responsibility)
 - 3:00-6:00 (swim tests, training, inventories and/or repairs)
 - Camp Director and Medical Director meeting
 - Help with opening night program/staff social
 - Everyone assigned to be at camp entire day
- **Tuesday**
 - Area Meetings (times vary with area and need)
- **Wednesday**
 - Mid week check in if needed (will let you know a day prior)
- **Thursday**
 - Evening Program Meeting (times will vary)

- **Friday**
 - Check out with the area director
 - Leave for the weekend after dinner
- **Other**
 - OD
 - Starts at dinner time
 - Must be in the office immediately following dinner (by 6:45) until the end of the evening program or 10p (which ever comes first)
 - Meetings
 - Meetings may be scheduled without warning
 - Typically happen after meal times. Please check in at each meal to see if one has been scheduled
 - Special Event Night
 - Must be at Camp Twin Lakes and on call
 - May have assigned activities if needed
 - Weekend OD
 - Arrive and be available from Saturday at 4p – Sunday at 2p when we begin the week
 - Help with swim tests for volunteers
 - Do introductions, tours, and review procedures
 - May have other responsibilities assigned
 - Schedule changes
 - You always need to be flexible with changes in the schedule (happens often)
 - Schedules will be updated ASAP
 - Daily Check In
 - Please check in with the Program Director and/or the information board at each meal to find out any changes or unscheduled meetings
- **Unassigned time, personal time and time off**
 - Unassigned time
 - Any hours that you are required to be at camp that you are not scheduled
 - Use this time to visit other programs, participate in evening programs, catch up on repairs or program development, or to help others
 - Personal Time
 - This is the time for you to take care of any personal items
 - It is during the scheduled rest period of each camp group and any time following dinner that you are required to be at camp but have no specific responsibility at that time
 - Leaving camp is limited (mainly for emergencies and camp business), and must be approved by your supervisor and the program director
 - Time off
 - There are a few times when you have time off

- A night off
 - Scheduled time off beginning at 6pm and ending at 12am
 - These nights are given at the discretion of the program director or are earned nights off
 - Please sign in and out at the office
 - Nights off must be approved by your supervisor
- Paid day off
 - You will receive 2 of these
 - Requests must be submitted in writing to your supervisor and the program director 2 weeks in advance
- Weekends
 - Unscheduled, unassigned weekend time
 - Begins after dinner on Friday once your area director has released you
 - Return is Sunday at 2p unless otherwise specified
 - Please sign out and back in
 - There will be a few of weekends that you will be asked to return on Saturday (we will do our best to make up the time off for you)
- All time off is at the discretion of the Camp Director and/or Program Director; please be flexible