



Cameron House Youth Ministries Volunteer Program

SUMMER 2010 VOLUNTEER OPPORTUNITIES

Cameron House is looking for people who enjoy working with elementary school- and middle school-age children, and who have the desire to develop their own leadership skills. Through all of our programs, we strive to empower people so that they can improve their lives and the lives of others. As a ministry dedicated to the well-being of youth, we expect all volunteers to learn and role model positive, healthy behavior that demonstrates respect, patience, courtesy, responsibility, leadership, and compassion.

Volunteers are needed as Cameron Ventures Leaders, Bilingual Summer Youth Program Leaders, Solid Ground middle school Leaders, Site Assistants, and Support Assistants. (A description of each summer program is available at www.cameronhouse.org.)

Minimum Requirements

FOR ALL APPLICANTS:

- Entering the 9th grade in Fall 2010
- Submit completed Volunteer Application Packet by Friday, May 7, 2010. Packet includes:
 - Personal Information & Media Release Form with necessary signatures
 - Emergency Medical Information & Permission Form with necessary signatures
 - Program Choices Form
 - Brief letter of introduction describing your strengths, skills, and talents that you would bring
 - Reference letter from someone other than a parent, guardian, relative, or friend
 - \$25 non-refundable application fee (checks payable to "Donaldina Cameron House")

\$40 Program Fee. Upon acceptance into the program, there will be a \$40.00 program fee per volunteer. We ask for your understanding as our goal is to continue to provide high-quality programs and services at the best cost possible to our families. With this year's funding cuts, it is necessary for us to charge this amount to help us offset our costs. We will not turn away anyone for lack of funds, so please contact us should this fee be a hardship.

Application Packets will not be processed if incomplete and / or minimum requirements are not met.

Volunteer Responsibilities

Volunteer responsibilities include but are not limited to:

- Supervising assigned 1st – 8th grade youth during assigned work hours.
- Maintaining a safe environment for the children & youth.
- Planning and leading creative, fun, and educational activities.
- Working as a responsible team member with other volunteers and staff.
- Gathering needed supplies and maintaining upkeep of all program areas.
- Abiding by Cameron House policies and code of conduct

If you are interested in joining our team and having a rewarding summer working with children & youth, please submit your completed Volunteer Application Packet to:

Cameron House Volunteer Program
920 Sacramento Street
San Francisco, CA 94108

Questions? Call Cameron House (415) 781-0401 ext. 126 or email youthministries@cameronhouse.org



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IMPORTANT DATES for SUMMER 2010

FRIDAY MARCH 19, 2010 – Volunteer Application Orientation; 8:00PM – 9:00PM. Come and learn about the different volunteer opportunities. This optional gathering is beneficial for new and interested youth and/or their parents to ask questions about our programs and volunteer opportunities.

FRIDAY MAY 7, 2010 – Deadline to submit Volunteer Application Packet.

SATURDAY MAY 15 – Volunteer Orientation at Cameron House; 9:00 a.m. – 1:00 p.m.

- This is the first time the summer staff will get to meet you. Applicants will go through a series of activities that will assist staff in deciding your acceptance and placement.

NOTE: Freshmen and first time Cameron House summer volunteers are **required** to attend.

SATURDAY JUNE 12 – **MANDATORY** Mass Training, 9:00 a.m. – 5:00 p.m. (bring your own lunch)

MONDAY JUNE 14 – FRIDAY JUNE 18 – Training week in programs and departments

MONDAY JUNE 22 – First day of summer programming

- Monday nights: **MANDATORY** planning sessions at Cameron House until 7pm
- Thursday Night Fellowships: **OPTIONAL** dinner & activities for volunteers at Cameron House; 6-10pm

MONDAY JULY 5 – Independence Day Holiday. **NO PROGRAM.**

WEDNESDAY JULY 21 – Elementary School Programs (BYP & Ventures) Family Night; 6-9pm

WEDNESDAY JULY 28 – Solid Ground Program Family Night; 6-9pm

FRIDAY JULY 30 – Last day of summer programming

SATURDAY JULY 31 – Mass Clean-up day; Youth Worship Rehearsal

SUNDAY AUGUST 1 – End of Summer Service Worship at the Presbyterian Church in Chinatown at 10:45am and Party at place to be determined.

TYPICAL DAILY SCHEDULE

(Schedules subject to change based on needs of program)

Monday	Tuesday	Wednesday	Thursday	Friday
8:30am – Arrive at site	8:30am – Arrive at site	8:30am – Arrive at site	8:30am – Arrive at site	8:30am – Arrive at site
9:00am – Programming begins	9:00am – Programming begins	9:00am – Programming begins	9:00am – Programming begins	9:00am – Programming begins
4:30pm – Programming ends	4:30pm – Programming ends	4:30pm – Programming ends	4:30pm – Programming ends	4:30pm – Programming ends
5:00pm - Leaders leave for planning at Cameron House	5:30pm – Volunteers excused from site	5:30pm – Volunteers excused from site	5:30pm – Volunteers excused from site	5:30pm – Volunteers excused from site
7:00pm – Leaders excused from Cameron House			6:00pm – Optional Dinner & Fellowship	6:00pm – Optional transition dinner at Cameron House
			10:00pm – End of optional fellowship at Cameron House	7:00-10:00pm – Friday Night Club Program at Cameron House



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PERSONAL INFORMATION & MEDIA RELEASE FORM

(Please Write or Print Legibly)

Office Use:	
Comp. _____	
App _____	
Rec. _____	
.Per. _____	
AF: _____	
PF: _____	
CL _____	

LAST NAME	FIRST NAME	DATE
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ADDRESS	CITY	ZIP CODE
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DATE OF BIRTH (MONTH/DAY/YEAR)	SCHOOL	GRADE IN FALL 2010
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HOME PHONE (w/AREA CODE)	CELL PHONE (w/AREA CODE)	*EMAIL
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*NOTE: EMAIL WILL BE OUR PRIMARY MEANS OF CONTACTING YOU.

PREFERRED T-SHIRT SIZE (CIRCLE ONE; ADULT SIZES)	S	M	L	XL	XXL
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MOTHER'S NAME	CELL OR WORK PHONE (w/AREA CODE)	EMAIL
FATHER'S NAME	CELL OR WORK PHONE (w/AREA CODE)	EMAIL

Please note: If you are accepted as a volunteer and are 18 years or older, you are responsible for doing and paying for a LIVESCAN fingerprinting as well as complete a Certified Mandated Reporter certification. These are **mandatory** requirements.

**If you are under 18 years of age, please have your parent/guardian read and sign this section:
I hereby give permission to the above applicant to be a Cameron House volunteer for Summer 2010.**

PARENT/GUARDIAN (PRINT)	PARENT/GUARDIAN (SIGNATURE)	RELATIONSHIP	DATE
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MEDIA RELEASE

I give permission for my child to be filmed or photographed during Cameron House programs and activities for Cameron House publicity, educational, and program purposes (ie. End-of-summer memento DVD or yearbook) I understand that no compensation will be provided.

Yes _____ No _____

PARENT/GUARDIAN (PRINT)	PARENT/GUARDIAN (SIGNATURE)	RELATIONSHIP	DATE
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EMERGENCY MEDICAL INFORMATION & PERMISSION FORM

(Please Write or Print Legibly)

LAST NAME	FIRST NAME	DATE
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EMERGENCY MEDICAL INFORMATION AND PERMISSION

MEDICAL INSURANCE NAME AND POLICY NUMBER
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PHYSICIAN NAME AND PHONE NUMBER

PLEASE LIST ANY FOOD OR MEDICINE ALLERGIES, ANY MEDICATION YOU ARE TAKING, OR ANY OTHER SPECIAL HEALTH CONDITIONS OUR STAFF SHOULD BE AWARE OF:

IN CASE OF EMERGENCY, PLEASE NOTIFY:		
<u>NAME</u>	<u>RELATIONSHIP</u>	<u>HOME / WORK / CELL PHONE (include area code)</u>
<u>NAME</u>	<u>RELATIONSHIP</u>	<u>HOME / WORK / CELL PHONE (include area code)</u>

In case of an emergency, I hereby give permission to the Cameron House staff and / or leaders to use their best judgment in seeking professional medical care if deemed necessary for the volunteer named on this form. I also understand that Cameron House, any staff, leaders, or participants will not be held responsible for accidental injuries and / or illness that occur during any Cameron House 2010 activity. Please note that all volunteers are responsible for their own medical coverage. Cameron House does not provide insurance or medical coverage to volunteers.

If volunteer is under 18 years of age, the volunteer's parent/guardian must sign this section. The undersigned acknowledges reading the Emergency Medical Information and Permission form.			
PARENT/GUARDIAN (PRINT)	PARENT/GUARDIAN SIGNATURE	RELATIONSHIP	DATE

If volunteer is 18 years or older, please sign this section. The undersigned acknowledges reading the Emergency Medical Information and Permission form.		
VOLUNTEER NAME (PRINT)	VOLUNTEER SIGNATURE	DATE



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PROGRAM CHOICES FORM

(Please Write or Print Legibly)

LAST NAME	FIRST NAME	DATE

Five areas of volunteer opportunities are available. Please indicate your volunteer preferences (1st choice, 2nd choice, etc). Your first choice is not guaranteed, but your preference will be taken into consideration as we evaluate the volunteer needs for each area (BYP, Cameron Ventures, Solid Ground, Site, and Support).

BILINGUAL SUMMER YOUTH PROGRAM 2010 – Grades 1 – 5 6 weeks: June 21 – July 30

BYP hours of service: 8:30 a.m. – 5:30 p.m. Monday – Friday for 6 weeks (closed Monday July 5th);
Planning Meetings on Monday evenings until 7pm, and Thursday Dinner and Fellowship 6:00 p.m. – 10:00 pm.
BYP volunteers report only to Cameron House.

First Choice Second Choice Third Choice

Please indicate any dates you are not available to serve (Don't forget to take into account vacations, sports practices or games, part-time work, internships, mission trips, etc.):

CAMERON VENTURES 2010 – Grades 1 - 5 6 weeks: June 21 – July 30

Ventures hours of service: 8:30 a.m. – 5:30 p.m. Monday – Friday for 6 weeks (closed Monday July 5th);
Planning Meetings on Monday evenings until 7pm, and Thursday Dinner and Fellowship 6:00 p.m. – 10:00 pm.

First Choice Second Choice Third Choice

Please indicate your preferred drop-off / pick-up site. This does not guarantee you will get your preference.

_____Cameron House _____Covenant Presbyterian Church _____Lincoln Park Presbyterian Church

Please indicate any dates you are not available to serve (Don't forget to take into account vacations, sports practices or games, part-time work, internships, mission trips, etc.):

(SEE REVERSE SIDE FOR OTHER PROGRAM CHOICES)

