

# ADULT GUIDE

Thank you for accepting the responsibility of providing teenagers a life-changing week to grow closer to God.  
We truly appreciate that you are taking a week out of your busy schedule to serve others.  
Now, get ready for an unforgettable, faith-building experience!

## ABOUT GROUP WORKCAMPS FOUNDATION

### FAITH STATEMENT:

We believe the Bible is the inspired, authoritative Word of God. We believe there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. We believe in the deity of Jesus Christ, in his virgin birth, in his sinless life, in his death on the cross, in his bodily resurrection, in his ascension to the right hand of the Father, and in his personal return. We believe people receive forgiveness of sins and eternal life through a relationship with Jesus.

### HISTORY:

The history of Group youth mission trips began as so many powerful ideas do—with incredible need. It was July of 1976, and more than 12 inches of rain fell in three hours near Loveland, Colorado...flooding the Big Thompson River. The river raged...destroying houses, washing away roads, and killing more than 140 people—some that were never found. It was a tragic day for the people of the area. In response, the staff of Group Magazine put out a call for help. That next summer more than 300 youth and their leaders came to rebuild local homes and the lives of those affected. It was the spiritual growth—the boost in faith of the campers—that made the biggest impact on everyone involved. God created a program that not only serves thousands of people directly each summer, but also brings a new understanding and deeper faith in Jesus to everyone involved.

### LOCATION:

Group Workcamps Foundation is located, along with Group Publishing, Inc., right next to the Rocky Mountains in beautiful Loveland, Colorado.

### OUR MISSION:

We serve churches by providing mission trip experiences, helping youth and adults grow in their relationship with Jesus.

### OUR PRIORITIES:

Connecting people with Jesus is the number-one goal of Group Workcamps and we also focus on the following priorities:

- Safety
- Faith-building activities
- Meaningful projects

We carry out our mission and priorities through hands-on service projects—helping the elderly, disadvantaged people, and needy communities.

### CONTACT US:

We are here to answer your questions! Call 1.800.385.4545, option 3, or visit [GroupWorkcamps.com](http://GroupWorkcamps.com)

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## FREQUENTLY ASKED QUESTIONS

The following questions are geared just towards you— adult leaders. For a full list of our Frequently Asked Questions, along with the Camp Schedule, What to Bring list, Tool List, and background check requirements, please either ask your primary youth leader or visit our online Leader Manual to access them yourself.

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### TO ACCESS THE ONLINE LEADER MANUAL:

1. Go to [GroupWorkcamps.com](http://GroupWorkcamps.com)
2. Click on “Registered Groups” from the top menu.
3. The password is mission2010 and then select your camp from the dropdowns.

### WHAT DOES GROUP DO FOR ME?

Our camps are expertly organized from start to finish, enabling you to concentrate on providing your teenagers with an unforgettable adventure. We take care of the details (schedule, program, music, devotions, work projects, etc.) so you have time for other things!

### WHAT IS MY ROLE?

Adults get the opportunity to be positive role models for Christian teenagers from all over the country. You’ll be interacting with your own church group and also your crew throughout the week. You’ll be working alongside youth and participating in the same programs and devotions. You may also be responsible for driving your crew to their site each day. You will also be staying at the same lodging facility as all the other participants, typically sleeping on the floor. It won’t be a vacation, but it’ll be an amazing week you’ll never forget.

### WHAT WORK WILL I BE DOING?

You’ll work on projects including interior and exterior painting, repairing porches and steps, building wheelchair ramps, mobile home skirting, or weatherization. No prior construction skills are necessary, just a willing attitude. Individual skill levels are taken into account when our work crews are assigned.

### WHO WILL I WORK WITH?

Your church group will typically be split up on six-person crews for the work portion of each day. In most cases, this is one adult and five youth. This gives participants the opportunity to interact with other Christians from all around the country. They make new friends and develop valuable social and leadership skills. If being split up is a problem for you, please give us a call.

### WHERE WILL YOU LIVE FOR A WEEK?

Lodging conditions vary. Lodging could be a local high or middle school; or, for smaller camps, it could be a church or community center. Most do not have air-conditioning and showers may be in school locker rooms or sometimes even built outside! They may be “refreshingly cool”. In most cases, the community allows us to use the best facility they have available. There will always be common areas for meals and programs, separate guys and girls areas for sleeping, and showers available during the week.

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## WHAT ARE MY RESPONSIBILITIES?

Your primary youth leader may assign you specific jobs or roles, but generally speaking, you'll want to:

- Be familiar with the camp schedule, so you'll know (and be able to tell others) where to be when.
- Be an encourager! Bad attitudes and complaining are contagious, so encourage positivity and be a good role model.
- Attend all programs and do all the devotions –and make sure the kids in your group do too. Stick around after these meetings, in case any of the kids need someone to talk to.
- Make sure you know where the kids in your group are at all times. Safety first!
- Treat all teenagers and adults with equal respect, even if their beliefs are different than your own.
- Keep an eye on your student's dress and address any inappropriate clothing issues respectfully. (Your primary youth leader and other adults should discuss together what is appropriate and what is not prior to the camp—and communicate it to the kids.)
- If you are a driver on a crew, make sure your license and insurance are current and make sure everyone in your vehicle has a seatbelt.
- Be familiar, and abide by, Group's Code of Conduct. We provide one specifically for adults, along with one for youth, in the online Leader Manual. Both youth and adults have been sent home for violating their agreement to abide by this Code.

## WHAT SHOULD I BRING TO CAMP?

The complete list is located in the online Leader Manual, but a couple items to mention are a single size air mattress (no queen size please), a family-size cooler (on wheels, if possible), a five-gallon water jug, work gloves, and a good first aid kit. You'll take the cooler and the water jug with you each day to your work site, they will be used to keep your crew's lunch and water cold.

## HOW DO I HANDLE DISCIPLINE ISSUES?

- Our staff expects you, as an adult leader, to handle discipline issues with your students and make sure the camp rules are followed.
- Touch base with your primary youth leader to make sure all the adults in your group are on the same page.
- If something inappropriate is happening at the project site or living quarters, such as profanity, putting people down, refusing to work as a team, misusing materials (for example, food or paint fights), or being a negative Christian witness to the residents or community, please correct the situation—even if it involves people from another group.
- Any serious situations that you feel our staff should be aware of, please let them know immediately.

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## WHAT WILL MY DAYS LOOK LIKE?

- **Programs and Devotions** At the first evening program you'll meet the camp staff, receive your project assignment, and meet your crew. After that first day, typically there are 2 programs and 2 devotions each day. These are created to spiritually build on the theme and experiences during the week. Encourage everyone to participate in them.
- **Adult meetings** At the two adult meetings during the week, you will hear more about guidelines and expectations, have the opportunity to ask questions, and be provided any new information. All adults must attend these meetings.
- **Free time** There'll be free time each day where you'll be able to clean up, visit with others, and just hang out. Depending on your trip, there may be an afternoon or evening free to visit the community and go out to dinner. Ask your primary youth leader for the Camp Schedule, or find it in the online Leader Manual, and ask what you can do to help plan your group's free time activities!
- **Lights-out time** See the schedule for specific times. Please respect everyone's physical need for sleep and respect this time. It's your responsibility to ensure all your teenagers and adults are in your sleeping room at lights out time.
- **Check out** On the final day of camp, your group will eat breakfast, pack and load belongings, and then clean your sleeping area. After a room check by camp staff you are free to leave.

## WHAT IS MY ROLE ON MY CREW?

- Avoid being the primary decision-maker or "Work Director". Instead, help youth use good judgment and common sense as you tackle your projects together.
- At the project site, you're an equal member of the team—you won't be the boss, you'll be a partner who encourages each young person.
- Please protect the youth by staying alert for hazards and unsafe situations.
- Discourage horseplay.
- Remind everyone that no one is required to do anything that he or she feels is unsafe or uncomfortable.
- If you encounter an unsafe situation, correct it or alert camp staff immediately.
- Urge youth in your group and on your crew to wear proper clothing, such as T-shirts, jeans or longer shorts, and sunscreen.
- Encourage all youth to drink plenty of fluids.

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## WHAT ARE THE REQUIREMENTS/QUALIFICATIONS TO ATTEND?

- For the safety of everyone involved, Group Workcamps Foundation requires each adult to complete a multi-state criminal background check. This check needs to be no older than 3 years from the start of your camp. Your church will keep the actual background check results on file and a pastor will need to sign for each adult on our “Verification of Background Check” form. This form needs to be returned to Group no later than 30 days before camp. You can view Group’s background check requirements and the actual Verification of Background Check form in the online Leader Manual. Talk to your primary youth leader on how your group is going about getting background checks.
- Adults need to be okay with sleeping in tight quarters (typically on the floor) and supervising youth in either the male or female sleeping quarters.
- Married adults are welcome at the camps, but they need to understand that they will not be able to stay in the same sleeping room during the week.
- If an adult is listed as a driver, he/she will drive their crew to their designated project location each day.
- Adults should be able to provide good judgment in emergencies.
- Adults should not condone unacceptable behavior such as using profanity, putting people down, refusing to work as a team, misusing valuable resources (such as food or paint fights), or giving a negative Christian witness to the residents being served.
- Adults must always provide adequate supervision at the sites. Service partners or homeowners do not qualify as a supervising adult, so be sure to never leave your crew alone.
- Adults should never reprimand a young person in front of the group. Remember to deal with the situation directly but away from the group.
- Adults need to avoid compromising situations by always having a third person present when meeting with or driving with a young person.
- Adults are expected to be shining Christian examples that know what it means to serve. Past experience has shown that it’s often the adults who cause more trouble than the youth. Make certain this is not true for your group.
- Adults should be ready to participate and have loads of fun!

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## IS THERE ANYTHING ELSE I NEED TO KNOW?

### TELEPHONES

- Feel free to bring your cell phone, but we ask that it only be used during free time or in case of emergencies.
- Wireless internet service may be limited in some areas.
- There could be a pay phone nearby, either at your lodging facility or “down the road” from it.
- The camp office will have a phone for office use and emergencies only.

### VALUABLES

Please leave your valuables at home or locked in your vehicle.

### EXTRA ADULTS

- Extra adults are those adults that are above and beyond the 1 adult to every 5 youth ratio requirement. Groups are certainly welcome to bring extra adults and they will all be assigned to a crew and work alongside the youth.
- However, if there are extra adults in your group that want to serve in a staff position during the week instead of working on a crew—they can apply for one of our positions!
- If an adult is accepted into a staff position on the trip, they no longer count in their group’s registration number and therefore do not have to pay the registration fee. If you have an adult that is accepted for a staff position, and was already registered, please call the registration team to cancel his or her space and get a full refund for it. For more details about staff positions and how to apply, please call our staffing team at 1.800.385.4545, option 5 or go to our website [GroupWorkcamps.com](http://GroupWorkcamps.com) and click on “[Join Our Team](#)”.

### MEDICAL EMERGENCIES

- Instructions on how to respond to emergencies are provided at the camp.
- All camps have nearby medical facilities for treatment if needed.
- Local health care facilities have been notified that we are working in their community.
- You’ll care for the health and medical issues of your students.
- We ask each youth leader to bring a well-stocked first aid kit for their group.
- Each crew is provided with a small first aid kit for minor incidents.

### ADULT EXPECTATION DVD

Group Workcamps will mail an “Adult Expectation” DVD to your primary youth leader the second week of March. (Or 2 weeks after your group registers, if your group registers later than March). Be sure to make time to watch this DVD to see a visual, detailed view of what camp will be like and what will be your role.