



Dear Camp Erin San Diego Volunteer Applicant,

We are delighted that you are interested in becoming a Camp Erin San Diego volunteer! Camp Erin San Diego is a weekend overnight camp designed for children and teens that have experienced a death. It is a traditional, high energy, fun filled camp coupled with grief support and education. Camp Erin San Diego will serve approximately 100 campers and needs many volunteers to be successful. Being a part of our camp staff is an exciting and memorable experience. You will make a difference in the lives of grieving children. A Camp Erin video, produced by The Moyer Foundation can be viewed at their website, www.moyerfoundation.org. First click on *Camp Erin* and then *Play the Video*.

Selection for camp staff will be on a first come first served basis as well as on need, availability, flexibility, interest and experience. In order to best match your skills and interests with the roles available and to ensure the safety of each and every camper, the application and selection process is important.

Please refer to the documents below which include *Camp Staff Role Descriptions*, *Mark Your Calendar!* and *Disclosure and Authorization Form* as you are completing your application. These outline pertinent requirements and expectations. Applying for a camp staff volunteer role is a two step process:

- Complete the on-line application by clicking on the following link or copy and paste the following link into a new browser window: <https://www.surveymonkey.com/s/staffcamperinapplication>
 - Return the following:
 - *Disclosure and Authorization Form* for a back ground check (see below)
 - If you indicated having a license in question number 11 of the application, submit a copy
- Submit in one of the following ways:
- Scan the form and email it to camperin@sdhospice.org
 - Fax to (619) 278-6320, Attention: Camp Erin
 - Mail to CGCE at San Diego Hospice, 4311 Third Avenue, San Diego, CA 92103.

Once the application and *Disclosure and Authorization Form* are submitted, your application is complete.

The time, energy, and commitment as a Camp Erin San Diego volunteer are high. However, the reward is also high! Again, thank you for your interest and support in helping Camp Erin San Diego make a difference in the lives of grieving children and teens.

Warmly,

A handwritten signature in blue ink that reads "Liane Fry".

Liane Fry, LMFT
Program Manager
The Center for Grief Care and Education
San Diego Hospice



Mark Your Calendars!

Camp Erin San Diego 2010 Calendar of Events for Camp Staff

- **Camp Erin San Diego Orientation**

All those who did not work at 2008 or 2009 Camp Erin San Diego or who are not or have not been CGCE Interns must attend one of the following Orientations.

Friday, February 26, 2010	Saturday, March 27, 2010	Friday, April 16, 2010
7:00 pm – 8:30 pm	9:00 am – 10:30 am	7:00 pm – 8:30 pm
San Diego Hospice and The Institute for Palliative Medicine Keck Conference Rooms at 4311 Third Avenue, San Diego, CA 92103		

- **Camp Erin San Diego Camp Staff Training 1**

All those who did not work at 2008 or 2009 Camp Erin San Diego or who are not or have not been CGCE Interns must attend one of the following

Monday, April 26, 2010	Friday May 7, 2010
6:00 pm – 9:00 pm	6:00 pm – 9:00 pm
San Diego Hospice and The Institute for Palliative Medicine Keck Conference Rooms at 4311 Third Avenue, San Diego, CA 92103	

- **Camp Erin San Diego Camp Staff Training 2**

ALL Camp Staff will need to attend the following training that will take place at Camp Marston.

Saturday, May 15, 2010
9:00 am – 4:30 pm
YMCA's Camp Marston 4761 Pine Hills Road, Julian, CA 92036

- **Camp Erin San Diego Save Your Spot Party**

ALL Camp Staff will need to attend this event where campers and their parents will meet you and begin to understand what their camp experience will be like.

Wednesday May 26, 2010
5:30 pm – 9:00 pm
Scottish Rite Event Center 1895 Camino Del Rio S., San Diego, CA 92108

- **Camp Erin San Diego**

This is where it all comes together and along with campers, camp staff has a great weekend. Camp Staff commitment is from:

Friday, June 11, 2010 at 11:00 am through Sunday, June 13, 2010 at 4:00 pm
YMCA's Camp Marston, 4761 Pine Hills Rd., Julian, CA 92036

Camp Erin San Diego

Camp Staff Role Descriptions

The following are brief descriptions of available job assignments.

Cabin Big Buddies (CBB): Requires desire to work with and engage with children and teens plus knowledge of, or willingness to learn about grief care. Prefer energetic engaging personalities with an eagerness to participate in a variety of activities such as swimming, hiking, climbing and singing. **CBB's are responsible** for the care of all the children in their cabin. CBB's will eat meals, sleep, and share a cabin with their assigned campers plus at least one other CBB. They must know where all campers are within their assigned cabin at ALL times and accompany them to all activities. In short the CBB is responsible for creating a positive, fun, supportive, and energetic atmosphere for campers! (Note: 75% of Camp Staff will fill this role.)

Specialists: Have a specific expertise and/or talent, are responsible for camp activities (plan, implementation, and instruction), energetic, and flexible to participate in camp activities. This includes welcoming/registration and other administrative or set up duties. Specialist's may also provide assistance to CBB's and are likely to sleep in the cabins with campers and their CBB's. (Note: 4-6 Camp Staff will fill these roles.)

Entertainment Committee: Have experience engaging individuals and groups of all ages, are energetic, EXTROVERTED, and enjoy performing in front of large groups and/or on stage. They know camp specialized activities such as storytelling, camp songs, skits, bonfire activities and bring talents to camp such as playing an instrument, singing and/or storytelling. They are flexible, able to collaborate with a team and eager to participate in a variety of activities such as swimming, hiking, singing songs and engaging with campers. (Note: 5% of Camp Staff will fill this role.)

Floater: Is responsible for being a generalist and providing support and assistance for campers at various activities. The floaters are also responsible for relieving a Cabin Big Buddy periodically to ensure that he/she has a break. Floaters may also provide further assistance to CBB's and may need to sleep in the cabins with campers and their CBB's. (Note: 2-3 Camp Staff will fill this role.)

Camp Nurse: Is responsible for all health-related issues at camp, must have a current RN license in California. The Camp Nurse will assess all campers' medical information, meet the parents/guardians of the campers to discuss any concerns prior to camp, will collect all health-related items from each camper, distribute all medications necessary to all campers and will be expected to respond in all medical situations/emergencies at camp. (Note: 2 Camp Staff will fill this role.)

Grief Activities Facilitator (GAF): Essential to the Camp Erin experience is the facilitation of Grief Activities. Grief Activities provide a time and a safe place for children to express their loss through pre-determined activities created by CGCE counselors. Responsibilities include working with campers and their CBB's during their scheduled grief activity and assisting campers to complete the activity. GAF's will need to transport supplies to and from the activity at camp

Rituals Specialist: Rituals are activities that focus on uniting everyone with the common goal of providing a safe and supportive environment for campers to join in community with one another. Responsibilities include executing the pre-determined grief related ceremonies including the Shooting Star Lantern Ceremony, the Opening and Closing Ceremonies, and Erin Board

PLEASE READ CAREFULLY

DISCLOSURE AND AUTHORIZATION FORM

Pre-employ.com will procure a consumer report and/or investigative consumer report on you in connection with your volunteer application. **Pre-employ.com, Inc.**, or another consumer reporting agency, will obtain the report for the Company. **Pre-employ.com, Inc is located at 2301 Balls Ferry Rd, Anderson, Ca. 96007 and can be reached at 800-300-1821.**

The report will contain information bearing on your character, general reputation, personal characteristics, mode of living and credit standing. The types of information that may be obtained include but are not limited to: credit reports, social security number verification, criminal records checks, public court records checks, driving records checks, educational records checks, verification of employment positions held, personal and professional references checks, licensing and certification checks, etc. The information contained in the report will be obtained from private and/or public record sources, including sources identified by you or through interviews or correspondence with your past or present coworkers, neighbors, friends, associates, current or former employers, educational institutions or other acquaintances.

The nature and scope of any investigative consumer reports that may be requested is explained above. You are nonetheless entitled to request more information about the nature and scope of such reports by submitting a written request to: **Compliance Department, P.O. Box 491570, Redding, Ca. 96049 or faxed to 888-999-3839.**

The Company is furnishing you with a summary of your rights under the Fair Credit Reporting Act in a form prescribed by the Federal Trade Commission.

ADDITIONAL STATE LAW NOTICES

If you live or are applying for a job in the state of California, Maine or New York, please review these additional notices.

CALIFORNIA: You may view the file maintained on you by **Pre-employ.com, Inc.** You may also obtain a copy of this file, upon submitting proper identification and paying the costs of duplication services, by appearing at **Pre-employ.com, Inc.** offices in person, during normal business hours and on reasonable notice, or by mail; you may also receive a summary of the file by telephone. **Pre-employ.com, Inc.** has trained personnel available to explain your file to you, including any coded information. If you appear in person, you may be accompanied by one other person, provided that person furnishes proper identification.

MAINE: You have the right upon request, to be informed of whether an investigative consumer report was requested, and if one was requested, the name and address of the consumer reporting agency furnishing the report. You may request and receive from the Company, within five business days of our receipt of your request, the name, address and telephone number of the nearest unit designated to handle inquiries for the consumer reporting agency issuing an investigative consumer report concerning you. You also have the right, under Maine law, to request and promptly receive from all such consumer reporting agencies copies of any such investigative consumer reports.

NEW YORK: You have the right, upon written request, to be informed of whether or not an investigative consumer report was requested. If a consumer report is requested, you will be provided with the name and address of the consumer reporting agency furnishing the report. You may inspect and receive a copy of the report by contacting that agency.



AUTHORIZATION

I have carefully read and understand this Disclosure and Authorization form. By my signature below, I consent to the release of consumer reports and investigative consumer reports prepared by a consumer reporting agency, such as **Pre-employ.com, Inc.**, to the Company. I understand that if the Company allows me to volunteer, my consent will apply throughout my volunteering unless I revoke or cancel it by sending a signed letter to **Compliance Department, P.O. Box 491570, Redding, Ca. 96049 or faxed to 888-999-3839.**

I understand that, to the extent allowed by law, information contained in my job application or otherwise disclosed by me before, during or after my volunteering, if any, may be utilized for the purpose of obtaining consumer reports or investigative consumer reports.

By my signature below, I also authorize the disclosure of information concerning my employment history, earnings history, education, credit history, credit capacity and credit standing, motor vehicle history and standing, criminal history, and all other information deemed pertinent by the consumer reporting agency to the agency by the following: past or present employers; learning institutions, including colleges and universities; law enforcement agencies; federal, state and local courts; the military; credit bureaus; and, motor vehicle records agencies.

For residents of, or for jobs located in California, Minnesota and Oklahoma only: You will be provided with a free copy of any consumer reports or investigative consumer reports if you check the box below. You may obtain information or copies from the Company's investigative report file at any time prior to your receipt of such copies, to the extent available, by contacting **Compliance Department, P.O. Box 491570, Redding, Ca. 96049 or by toll free fax 888-999-3839.** **I request a free copy of the report.**

Occasionally, Pre-employ.com and/ or its partners send information on identity theft protection, background check information and other related products or services.

I DO ___ or I DO NOT ___ wish to receive this information via email or mail.

Signature: _____ Date: _____

The following information is for identification purposes only. Please print clearly in Black Ink!

Name: Last First Middle

List all other names used in the last 7 years:

Date of Birth: Social Security Number:

Drivers License Number: State issued:

Current Address:

City: State: Zip:

Address History - Please list the city, state, and zip you have lived or worked in for the past 7 years with approximate dates:

Dates: City: State: Zip:

Dates: City: State: Zip:

Dates: City: State: Zip:

Dates: City: State: Zip:

Dates: City: State: Zip:

Dates: City: State: Zip:

Daytime phone number: () Email Address: