



INTERLAKE-EASTERN REGIONAL HEALTH AUTHORITY CAMP STEPPING STONES VOLUNTEER JOB DESCRIPTION

Volunteers are a huge part of the Camp Stepping Stones experience, the main role as a volunteer is to provide friendship and support to children while engaging in camp activities.

Qualifications:

- Must be 18 years old or older
- Attendance/completion of required volunteer training/orientation
- Desire and ability to work with children/youth outdoors in a camp setting. Prior experience with children/youth and bereavement issues preferred
- Ability to relate to children/youth and while using a non-judgmental and compassionate approach
- Flexible, ability to adapt to fast-paced environment
- Mature, dependable, stable personality with good listening and communication skills
- Positive role model who sets a good example for campers and peers
- Able to work independently and with others
- Ability to maintain confidentiality at all times
- Provide required cleared security checks, signed PHIA pledge and conflict of interest annually

Responsibilities:

- Support the Camp Stepping Stones Committee members and other volunteers by actively engaging campers and assisting with program duties
- Adhere to guidelines/procedures established by the Camp Stepping Stones Committee, as discussed during training/orientation
- Supervise and ensure safety and well-being of campers at all times
- Contribute to a healthy environment that supports Camp Stepping Stones Goals and Principals
- Role model positive behavior to campers and volunteer team by following all camp rules and engaging in activities
- Address issues (behavioral, emotional, health) as they arise and request for support from Camp Stepping Stones Committee members as needed
- Commit to hours as defined by volunteer role

Volunteer Roles

There are various volunteer roles with Camp Stepping Stones, in addition to the qualifications and responsibilities each role has specific duties. While each role may vary in time commitment all volunteers are welcome to spend the weekend at camp and participate in all scheduled activities.

Cabin Leader

Volunteer time commitment: Friday 5:00 p.m. (or earlier) to Sunday 2:30 p.m.

This leadership volunteer role is perfect for individuals who have previous experience working with grieving children/youth between the ages of 7 to 17. Cabin leader volunteers are paired up and assigned a group of campers divided by age and gender.

Duties:

- Participate in camper registration and accompany campers to cabin
- Reside in cabin with assigned group of campers and supervise children/youth for the weekend
- Foster respect between campers, their personal property, Camp Arnes equipment and facilities
- Facilitate designated memory or camp activities with campers
- Accompany campers to scheduled memorial and camp activities including meal-times, facilitate morning and bedtime routines.
- Communicate with Activity Volunteers regarding any camper dynamics concerns prior to participation in memorial activity
- Assist Camp Stepping Stones Staff by actively participating and supervising campers at camp activities, know whereabouts of your campers at all times
- Participate in camper check-out and be available/accessible to camper parent/guardians enquiries

(Memorial) Activity Volunteer

Volunteer time commitment: Various per activity schedule (example: Friday 7:00 p.m. to 9:00 p.m., Saturday 9:00 a.m. to 4:30 p.m., Sunday 9:00 a.m. to 2:30 p.m.)

This creative volunteer role is ideal for those who are crafty and organized with experience in facilitating small groups. When not facilitating a specific activity, these volunteers may also fill the role of the weekend support/extra volunteers.

Duties:

- Working knowledge of the grief activity and its clinical value
- Create a supportive group environment where children/youth can remember loved ones and talk about their feelings with peers
- Set-up and ensure all arts and crafts supplies are clean and organized, clean-up (pack) supplies at end of camp

Sewists

Volunteer Time Commitment: Saturday 9:00 a.m. to 4:30 p.m.

This gifted volunteer role is fitting for an experienced sewer who is comfortable sewing comfort pillows in a fast paced environment.

Duties:

- Working knowledge of the grief activity and its clinical value
- Take direction from children/youth in pillow design, recommend creative possibilities

Camp Nurse

Volunteer Time Commitment: Friday 5:00 p.m. to Sunday 2:30 p.m.

This dedicated volunteer is a registered member in good standing with College of Licensed Practical Nurses of Manitoba (CLPNM) or College of Registered Nurses of Manitoba (CRNM). This individual should be familiar with: over counter medications (i.e. acetaminophen, ibuprofen, antihistamines), the basics of first aid and first response for typical camp type injuries such as sprains, scrapes, burns, bug bites and ticks, anaphylaxis prevention and sun safety.

Duties

- Daily distribution of personal medication
- Assessment and treatments of common ailments such as homesickness, headache and nosebleeds
- First aid treatment of minor accidents and injuries
- Monitor the health and wellness of all campers, volunteers including Camp Stepping Stones Committee

Weekend Support/Volunteer Extras

Volunteer Time Commitment: Various as determined by the Camp Stepping Stones Committee, volunteers will be provided with a weekend schedule identifying their areas of responsibility..

Ideal for individuals who would like to learn more about Camp Stepping Stones, this energetic volunteer assists with any details of camp including planning and pre-organizing. Primarily these volunteers will be called upon on an as needed basis by the Camp Stepping Stones Committee however may be assigned to assist other volunteers in a specific area. Time commitment is determined by need and tasks assigned. **May require valid driver's license.

Duties

- Relieve Cabin Leader, Memorial Activity and Sewist volunteers for breaks as directed
- Other duties as assigned by Camp Stepping Stones Committee (i.e. Friday organize and pack, Camper Registration, Saturday Gopher, Sunday Gopher, Saturday Evening Memorial, Camp Fires, Meal Times, Camp Activities, Memorial Activities, Camper Check-Out, Sunday organize and pack up, Transportation)