

# Camp Krem Yosemite Employment Guide 2023



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# Welcome to Camping Unlimited

Thank you!

You are reading this because you are a member of the Camp Krem team or considering becoming a member of our team. Thank you. On behalf of our half century old program, the thousands of children and adults with disabilities we serve, and their families and friends who benefit from the respite our program brings them, your contribution is and will be very much appreciated. Our program was built and is sustained by the dedication and hard work of good people like you. We believe our program is worthy and deserving of support. Your contribution makes all the difference. Thank you.

Questions? Ask!

If you ever have any questions, now or as you begin working, please ask. Open, honest and direct communication is the key to success. You will be happier and more effective if you understand your assignment, your campers, our program and our mission. You can learn more about us at [www.campingunlimited.org](http://www.campingunlimited.org).

Please always feel free to ask the Camp Director, Christina ([christina@campingunlimited.org](mailto:christina@campingunlimited.org)) or Program Director, Jenny ([jenny@campingunlimited.org](mailto:jenny@campingunlimited.org)) any questions. Again, thank you. You can make a world of difference to our wonderful campers, their grateful families, and to our program.

Welcome to the team!

We hope this guide is helpful to you, and that you find your time with us is rewarding and memorable. You can be sure that it will be valuable and appreciated.

# Staff Testimonials

“If there's one thing that working with this population at camp has taught me it is to dance like nobody's watching because your own happiness is what's important! Our campers are some of the most beautiful, confident humans out there and watching them live a life true to who they are has inspired me to do the same.” – Audrey

“After completing my first summer as a counselor at Camp Krem, my life hasn't been the same. The lifelong friendships and memories with campers and my fellow counselors are ones that I will never forget! It truly is a magical place.” – Blaine

“Camp Krem creates the warmest space for campers to be fully immersed in love, acceptance and the beautiful outdoors. The purest joy that is so deeply rooted in this community is what makes Camp Krem more than just a summer camp. I'm forever thankful for the endless dance parties, the smiles, the giggles, the quiet joy, all of it. - Kristen

“I will always remember the hikes, the views, the sunrise, the flowers and definitely the campers. I discovered a new life that's better than the one I came with.” – Adam

“Our campers and staff helped me to see the light and love every single day. I was challenged to learn humility and service, while being ceaselessly motivated by our incredible campers.” - Maggie



“The whole time I thought I would be making a difference in their lives, but they were really the ones making a difference in mine. I'm so grateful for this experience and it's something I will carry with me forever.” - Brittany



# A Basic Overview of Camp Life

Camp Krem Yosemite is a sleep-away camp located in Ahwahnee, California. We serve children and adults with a wide range of developmental disabilities. We are accredited with the American Camp Association. Our summer sessions begin in early June and run through August, serving over 500 campers with our six ten-day sessions.

## About Our Program

Campers and staff live in cabins and participate in activities on-site at Camp Krem. They can explore our beautiful, fifty-acre camp property in the beautiful gold country. Campers are encouraged to develop independent living skills, build new friendships, express themselves genuinely and creatively, and discover their own sense of adventure. Our campers' needs and independence vary from camper to camper, but they all are extraordinary and look forward to their time at camp. Our programming staff are responsible for planning and leading activities for campers and staff to participate in. Formal activities are not required by our campers, but we encourage campers to try new things! Some activities include: arts and crafts, music, sports and games, visiting guest artists, International Day, dance, drama, animal care, campfire cookouts, roasting s'mores, talent shows, dance parties, swimming, themed days, and so much more! We strive to always give our exceptional campers a place to be themselves.

## Ahwahnee

Camp Krem Yosemite is located in Ahwahnee, California, less than an hour from Yosemite National Park. Ahwanhee is on native lands belonging to the *Me-Wuk* (*Southern Sierra Miwok*) tribe. Oakhurst (10 miles away) and Mariposa (18 miles away) are neighboring towns and offer a variety of restaurants/cafes, grocery stores, pharmacies, etc. Ahwanhee is located approximately 55 miles (about 1 hour) from Fresno and 273 miles (4.5 hours) from Los Angeles.

## Laundry

We have washers and dryers available at Camp. Please keep in mind that there are very few laundry machines for the many staff living at Camp Krem, so we advise bringing sufficient clothing that you can go for a number of days without doing laundry.

### Living Quarters

Throughout the summer, staff will live in small cabin groups with 5 to 7 children, teens or adults who have developmental disabilities, alongside 2 to 3 other staff members. There are bunk beds in each of the cabins. 10 of our 17 cabins include air conditioning, hot water, toilets and showers. All cabins have lights. There is electricity in all other areas - Dining Hall, Arts & Crafts room, Health Center, Staff Lounge etc.

### Mail

Personal mail can be sent to: Staff Name c/o Camp Krem Yosemite, 45895 CA-49, Ahwahnee, CA 93601

### Valuables

We do not advise bringing valuables to Camp, and cannot be held responsible for any damaged, stolen, or lost items. However, we will happily lock up any staff's passport for safekeeping.

### Internet

Camp Krem has WiFi for staff use. Staff are permitted to bring their laptops and tablets to camp, which can be stored in the counselors lounge at their own risk. WiFi, computers and electronics are only to be used during time off (rest hour, after campers are in bed, days off).



# Important Dates

|                                     |                                   |
|-------------------------------------|-----------------------------------|
| <b>Leadership Staff Orientation</b> | <b>May 21-26 (6 days)</b>         |
| <b>Counselor Orientation</b>        | <b>May 28-June 2 (6 days)</b>     |
| <b>Session 1 (Adults)</b>           | <b>June 4-13 (10 days)</b>        |
| <b>Session 2 (All Ages)</b>         | <b>June 16-25 (10 days)</b>       |
| <b>Session 3 (All Ages)</b>         | <b>June 28-July 7 (10 days)</b>   |
| <b>Session 4 (All Ages)</b>         | <b>July 10-14 (5 days)</b>        |
| <b>Session 5 (All Ages)</b>         | <b>July 16-20 (5 days)</b>        |
| <b>Session 6 (All Ages)</b>         | <b>July 22-August 1 (10 days)</b> |
| <b>Session 7 (All Ages)</b>         | <b>August 4-13 (10 days)</b>      |

**\*\* All staff receive one day off (24 hours) during each 10-day session**

Orientation is mandatory. Staff members should be available to work Sessions 1-7. Shorter availability does not automatically disqualify you for summer employment, however full summer availability is ideal and positions are limited for those who cannot commit to Orientation- Session 7 completely.

# Mission Statement

Camping Unlimited is a non-profit charitable organization that provides out-of-home respite to parents and caregivers of children and adults with developmental disabilities. Our single-day and overnight programs provide relief from the daily demands of care and supervision, while fostering independence, nurturing responsibility, developing competence and building lifelong friendships. We provide a warm and supportive atmosphere of planned permissiveness that encourages community, recreation, education, fun and adventure. Our programs enrich the lives of people with developmental disabilities, their families, our staff, and volunteers.

## Mission

Camping Unlimited is an organization which provides, through its recreational programs for the developmentally disabled, a place to nurture independence, encourage responsibility, develop a sense of worth and build lifelong relationships through a warm and friendly atmosphere of planned permissiveness. We strive to open new worlds of discovery, adventures and learning, which some of our campers may never suspect existed and which they would never know, were it not for our type of program.

An important adjunct to our work with people with disabilities is to offer counselors and volunteers (most of whom are young adults) opportunities to develop responsibility, leadership and decision-making skills and teamwork, to expand their horizons and to learn the satisfaction of serving others in exceptional and life affirming ways. The Camping Unlimited program also provides parents and caregivers with much-needed respite.

## History

As a believer in the power of recreation to recreate ourselves, our founder, Alex Krem, evolved from providing adult recreation programs from Seattle to San Diego to developing and implementing recreational programs for children. His compassion

and humanitarianism led to a brilliant career as a special education teacher for the developmentally disabled. He was a pioneer in “main-streaming” exceptional children into a regular public school and rejected the rigid structures and schedules he found in the world of special education. Soon, he took some of his students on family camping trips and confirmed the benefits of outdoor recreation with this typically sheltered population. The first camp-outs were on school grounds or in the Krem’s backyard, with wife, Elsie, and sons, Alex Jr. and Tom, being the first camp counselors. Alex noticed how these little forays gave his students opportunities to develop self-confidence, independence, competency and freedom that enhanced their enjoyment and their perception of self-worth. He also realized how easily such opportunities could be developed within the context of the outdoor experience. It was this inspiration that inspired the creation of our organization.

Soon, with the help of parents, teachers and friends of the developmentally disabled, Alex founded Camping Unlimited. In 1961 it became a tax-exempt corporation and in 1965, forty-five acres were purchased in the Santa Cruz Mountains near Boulder Creek for Camp Krem, our new year around camp facility. In the beginning, the camp was simply a few platforms with tents on them. Since then, with the help of volunteers and donations, Camp Krem evolved into a complex of buildings with a paved road, hiking trails, and even a large and beautiful swimming pool.

As many know, during August 2020 our beloved Camp Krem in Boulder Creek was destroyed by the CZU Lightning Complex Wildfires. In 2021, Camping Unlimited purchased Camp Pacifica in Ahwahnee, California, a former Lion’s International camp for children with hearing impairment in the Sierra Nevada Mountains. The property and location are beautiful, with so much potential and so many wonderful existing features. Our new “Camp Krem Yosemite” will allow our campers to resume summer camp and year-round respite programs as we continue the ongoing rebuild in Boulder Creek. The future for our organization looks bright, as this means that someday, we may have two programs operating simultaneously!

## Goals

For our Campers, we:

- Build an accepting and inclusive community;
- Encourage independence, decision making and the building of self-reliance;
- Provide an environment that will aid and foster continuous growth;
- Develop and encourage a sense of self-esteem and self-confidence;
- Provide fun, entertainment and a range of fulfilling activities.

For our Camper Families, we:

- Provide respite from the daily demands of caring for a person with I/DD;
- Ensure the safety of their loved ones in a caring environment outside of their home.

For our Staff, we:

- Nurture the ethos of service to others;
- Mentor the growth and development of valuable skills in leadership and a range of career choices related to I/DD.

## Creed

We will give people who have developmental disabilities an opportunity to be themselves by:

1. creating opportunities for campers to grow socially, emotionally and intellectually by encouraging them to make their own decisions as to activity and interest;
2. giving campers an opportunity to make friends with persons outside their immediate circle;
3. allowing campers to get away from deadlines of learning and working programs and the endless repetition which have chained their development to the limited confines of such programs;
4. providing a warm friendly atmosphere of planned permissiveness where the growth of each individual involved is at his or her own rate and is of the utmost importance;
5. offering the campers a meaningful change of pace, which will allow them to find the level at which they function best;
6. providing people with disabilities with the opportunity to “unwind” and to have fun on their own terms, independent of confining pressures and arbitrarily-imposed standards;
7. helping participants develop of sense of self-esteem and belonging to a group which they can truly call their own;
8. opening to people with disabilities a totally new world of discoveries, adventures and learning which they never suspected existed, and never would know, were it not for our type of program.

Alex A. Krem, May 16 1957

# Code of Ethics

As a volunteer/staff member for Camping Unlimited, I understand that I have accepted a position of trust that requires adherence to a code of ethics in performing my duties. Campers attending Camping Unlimited's programs are vulnerable and are dependent on me for respect and care. Parents and caregivers have entrusted me with the care of their loved ones and expect conscientiousness, respect, and assurance of safety. I promise to do all within my power to honor that trust and therefore:

1. I will place the health, safety and well being of all campers as my top priority at all times.
2. I will respect a camper's right to confidentiality regarding his or her disabilities and care needs.
3. I will perform all duties with consideration for my camper's right to privacy and respect.
4. I will protect my campers from any abusive or exploitative situation and will report any occurrence to my supervisor.
5. I will not harass nor engage in sexual or seductive behavior with any camper or minor.
6. I will not harass nor engage in behavior with campers or other staff that constitutes verbal, emotional or physical abuse, nor will I tolerate it in campers, staff or others.
7. I hold myself responsible for the quality and extent of service I perform. I am undertaking my job responsibilities with love, compassion, enthusiasm, cheerfulness, a willingness to learn and a deep commitment to being an honest, hardworking team member.
8. I will treat the views of my campers and colleagues with respect and use appropriate channels to resolve differences.
9. I accept my duties to my campers as my top priority at all times

# Job Descriptions

We hope that you have read the job description(s) for the position(s) you are applying for. Summer job descriptions are available on the website.

<https://campingunlimited.org/get-involved/employment-opportunities/11>

# How to be a Good Staff Member

## ATTITUDE IS #1!

Your attitude helps determine the success of your time at Camp. Prior experience is a plus, but not required, as we provide comprehensive orientation and training to all of our staff and volunteers.

The following guidelines will help you maintain and convey a positive attitude.

Always:

1. Remain cheerful, calm and patient, even in the most stressful situations. Campers will model your attitude, so if you are stressed, they will be, too. Likewise, if you are positive and happy, so will the campers.
2. Treat campers with respect and dignity.
3. Offer choices to the campers.
4. Avoid disciplining campers. Instead, offer guidance and redirect behaviors. Do your best to turn a negative situation into a positive one. Ask for help if needed.
5. Have a sense of humor. The experience will be much more enjoyable.

## Employment Process

### Before being hired:

*Step One-* Employment Application

*Step Two-* Read this Pre-Employment Guide.

*Step Three-* You will receive an email to set up a phone, video, or in-person interview with the Camp Director or Program Director.

*Step Four-* Submit your online Background Check. Results will automatically go to HR.

*Step Five-* Pending successful interview, reference checks, and background check you will be officially hired!

**After being hired:**

*Step One*- Paperwork! YOU are responsible to complete and submit all the necessary paperwork and submit before Orientation. You will not be paid if you are missing any of these items.

Upload your documents via your [staff account](#) (preferred method); other options are to fax (831.338.1056) or email ([campkrem@campingunlimited.org](mailto:campkrem@campingunlimited.org)):

1. Signed Contract (includes dates, position, and pay)
2. Copy of Passport, **OR two** of the below options -
  - a. Copy of Social Security card
  - b. Copy of Driver's license
  - c. Copy of Birth Certificate
3. Copy of current certifications -
  - a. First Aid
  - b. CPR
  - c. Lifeguard (optional)
4. Copy of Staff Healthcare Form with TB Test
5. Copy of COVID-19 Proof of Vaccination Card
6. Copy of Medical Insurance Card (if applicable)
7. Complete Medical History Form
8. W-4 tax form
9. I-9 tax form
10. Direct deposit information form

*Step Two*- You will be sent a link to complete a mandatory online sexual abuse prevention training. Once completed, Camp Krem will be notified.

## **Transportation to Camp**

### **Airport Shuttle**

We will provide a shuttle to Camp Krem on May 24th and May 31st, during the day. Please book your flights to arrive at Fresno Airport or San Francisco International (SFO) on these days. If you arrive on any other day, you will have to use public transportation to get to camp.

### **Driving Directions**

If you need specific driving directions, please email: [campkrem@campingunlimited.org](mailto:campkrem@campingunlimited.org).

### Parking at Camp

There is a designated Staff parking lot. When you come to camp, please **bring a spare set of keys** to be left in the office in case we need to move your car in an emergency.

### Bus Lines

There are several bus lines that will take you to Camp Krem from all around California. If you need assistance planning your arrival by bus, please let us know.

## **A Day in the Life at Camp**

|               |                                 |
|---------------|---------------------------------|
| 7:30am        | Wake Up                         |
| 8:00am        | Kitchen Patrol                  |
| 8:30am        | Breakfast                       |
| 9:30am        | Moment to Own It                |
| 10am-12pm     | Morning Activities              |
| 12pm          | Kitchen Patrol                  |
| 12:30pm       | Lunch                           |
| 1:00 - 3:00pm | Rest Hour                       |
| 3:00 - 5:00pm | Swimming & Afternoon Activities |
| 5:00pm        | Kitchen Patrol                  |
| 5:30pm        | Dinner                          |
| 7:00-8:00pm   | Evening Activity                |
| 8:30pm        | Camper Bedtime                  |
| 12 Midnight   | Staff Lights Out                |

# Important Policies and Procedures

## Covid-19 Protocol

The health and safety of our campers and staff is our top priority at all times. **All campers and staff must be fully vaccinated against COVID-19, including a booster shot if eligible.** We are monitoring the ever changing CDC recommendations, and developing our specific protocol, in regards to testing, masking and quarantine, with guidance from the American Camp Association, as well as local, state and federal regulatory agencies. More specific information regarding our COVID-19 policies and protocol will be shared with staff and camper families prior to attending, and we will provide our staff with more detailed information during our Leadership and Counselor Orientations.

## Alcohol & Drugs

Consumption or possession of any alcoholic beverage or drugs (including cannabis) on camp premises by any person in the service of Camp Krem - Camping Unlimited, whether the person is an adult or a minor, is prohibited. Likewise, intoxication or the after effects of it, are not allowed while on duty. Staff members cannot meet their responsibilities while intoxicated or hungover and, therefore, violation of this policy will be grounds for immediate termination of employment and immediate departure from camp property.

## Prescription drugs:

All prescription drugs and other medications must be turned into the nursing staff upon arrival at camp. No staff member shall retain and/or use any medication or drug without the knowledge of the camp nurse. Prescription drugs must be kept in their original container with accurate information on the label. Staff self-administer medications, but they are kept locked in Health Center for safe keeping.

## Smoking

Cigarette smoking is restricted to the designated smoking area. Smoker's Pit. There is absolutely no other smoking permitted at Camp due to potential fire risk. Smoking is permitted only during your break and not permitted around the campers.

## Weapons

Any person possessing a firearm or weapon (including pocket knives) on camp property while in the service of Camping Unlimited will be subject to immediate dismissal and immediate departure from camp property.

### Harassment/ Abuse

Harassment or Abuse of any kind (physical, sexual, emotional, etc.) directed toward campers, staff or any person affiliated with Camping Unlimited will result in immediate termination and immediate departure from camp property.

### Cell Phone Policy

Cell phone use is prohibited while on duty. The only time that it is appropriate to have a cell phone turned on and on your person is when you are on a hike or off property, in case of emergency. Camp Krem cannot be liable for any lost, damaged, or broken electronics. You will have times when you can call or check messages when you are OFF duty, rest hour and after campers are asleep. Know that we are in a mountainous rural area, so you may not be able to have service in all areas of the camp property.

### Dismissal

Any employee is subject to dismissal for the violation of any policy, rule, regulation; acts of poor judgment which jeopardize the safety and health of a camper or other staff; or, job performance less than satisfactory. Only the Camp Directors can dismiss a staff member. Dismissal will result in termination of employment. **Every employee has an at-will relationship with Camping Unlimited.**

### Pets

Pets are not permitted on camp premises, except with prior approval and permission of the Camp Director.

### Behavior off Camp Grounds

In the vicinity of camp (Ahwahnee, Oakhurst, Mariposa, etc.) staff members, single or in a group, are urged to conduct themselves in a manner that will serve as a model for the campers and will reflect positively on Camp Krem.

### Open Door Policy

Camping Unlimited believes that an open door policy encourages staff and volunteer participation in decisions affecting them and their responsibilities. If you have a concern or complaint we encourage you to talk it over with the Trip Leader, Program Director, or Camp Director.

## **Equal Opportunity Employer**

Camping Unlimited is an equal opportunity employer that does not discriminate on the basis of race, religion, sex, gender identity or expression, age, marital status, or any other protected category.

## Social Media

Follow us on social media to learn more about Camp Krem - Camping Unlimited



[Or visit our website](#)

## Contact Us

Email: [campkrem@campingunlimited.org](mailto:campkrem@campingunlimited.org)

Call: (831) 338-3210

**We look forward to working with you this summer!**



*A place for exceptional people to be themselves – since 1957.*