



Cabin Leader Handbook

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Introduction

Welcome to the Silver Spur Family!

You have just become a member of a special family, the Silver Spur Summer Camp family. Like most families, we have followers and leaders, comics and philosophers, artists and scientists, dreamers and realists. But, God has brought us all together to experience one of the most rewarding weeks of our lives.

Silver Spur's Summer Camp programs have the common goal of helping kids see Jesus, through teaching, listening, daring and making decisions. We want every kid to have the opportunity to make a decision for Christ or to deepen commitments made previously. We use relationships to show campers the truth of the Gospel. You've heard it said, "They don't care what you know until they know that you care." By caring and challenging, we've built relationships that introduce Jesus to kids in a way they can understand.

Thank you for partnering with Silver Spur for this week of camp. Whether this is your first time as a Cabin Leader or one of many, we know that God will bless your commitment by working in your campers' lives and yours.

In preparation for this ministry, we encourage you to take some time out every day to pray for your campers in advance. Wouldn't it be a privilege to honestly be able to tell each of your campers that you have been praying for him or her?

As you pray for your role as a leader, remember to ask for strength and wisdom to meet your campers' needs. Along with the joys, cabin leading can be exhausting, spiritually challenging and even frustrating at times. Beginning now to seek God's help in preparing to minister effectively is the best way to get ready. Anticipate questions like: Can I lead by example? Am I ready to pray with my campers? Why am I serving? Do I know how to clearly express the gospel? If you think you may be unprepared for these things, ask for help from your church leadership or from a trusted Christian friend.

Seek the closeness of Christ now, before camp begins. Starting to spend extra intentional time with Christ now will prepare you to live out a fresh, renewed walk of faith as you share the weekend here with your campers.

Please take time to read through this Cabin Leader Handbook. Also, bring this booklet with you to camp as a reference guide. If you have any questions or concerns, feel free to call us: 209-928-4248

Thank you again for partnering with us, and we pray that the Lord will do an amazing work and receive all the glory for this retreat or camp.

Silver Spur Christian Camp History

Silver Spur was founded in 1967 with the original vision of being a summer camp for kids. The initial building process consisted of the Silver Lodge (the main lodge) the pool and an open-air worship building. As the camp grew, it became apparent that there was a real need for a year-round ministry to churches.

Silver Spur continues to have a vision for partnering with local churches throughout Northern California and Nevada. Silver Spur is owned by and is a ministry of Next Generation Churches, a voluntary association of churches in Northern California and Nevada.

Silver Spur Mission

Silver Spur's Mission is to create an engaging environment where people learn and experience the grace and truth of Jesus Christ.

Cabin Leaders: The Most Valuable Players

One of the foundational values of Silver Spur's Summer Camps is the priority of the relationship between Cabin Leader and camper. Long after your campers have forgotten the names of the speakers, Deans, and "up-front" personalities of camp, they will be able to remember their Cabin Leader. Long after the games and activities are done, they will treasure the experience of a caring, vital relationship with an adult who had time to really talk, to encourage and to pray with them.

We expect a lot from our Cabin Leaders because their job is the most important at the camp. Because of that, we try to ensure that our Cabin Leaders have all the resources they need to do their job with excellence. This handbook is designed to orient you to the culture of Silver Spur Summer Camps. As such, it is constantly being updated, and your suggestions are requested and appreciated.

Summer Camp Philosophy

My purpose is that they may be encouraged in heart and united in love, so that they may have the full riches of complete understanding, in order that they may know the mystery of God, namely, Christ . . .

Colossians 2:2 NIV

The purposes of the Silver Spur's Summer Camp are to:

- Give kids the best week of their lives.
- Invite campers to experience a personal relationship with Jesus Christ.
- Model to young people what healthy Christian relationships look like.
- Help kids grow an independent, vibrant faith in order to develop the next generation of Christian leaders.
- Familiarize kids with the Bible, Christian beliefs, and a Christ-centered lifestyle.
- Instill in kids a sense of self-worth based on God's love for them.

- Assist kids in communicating their experience of Jesus Christ.

Chapter 1 - Guidelines for Cabin Leaders

Guideline #1: You are here for your kids.

Most likely, you've become a Cabin Leader to share your life with kids. Unfortunately, camp is full of distractions, even for leaders. The schedule is demanding and personal time is minimal. In order to stay focused, we ask that you respect the following guidelines:

- No camp romances for staff & leaders. Even if your fiancé or spouse is on the team, we ask that you spend your time with kids, not each other.
- No more than two leaders should sit together in meetings or at meals. We need to have one Cabin Leader to each table before the doors are opened to the dining room. The Cabin Leader is responsible for maintaining order and safety.
- Count your kids at every group meeting and/or activity and inform the Dean if you are missing someone.
- Do your one-on-one time early. Each Cabin Leader is expected to schedule a one-on-one time with each camper at least once during the week. The purpose of this time is to build relationships and to find out where the camper is in his or her spiritual walk. The schedule will get hurried, so make sure you get your time in early in the week.
- Everyone wins at camp. Praise and encourage your kids. Don't serve your own ego. In competition the kids win, not the Cabin Leaders.

Personal Conduct

Any person accepting the role of Cabin Leader is committing to a position of great responsibility. Conduct yourself in a way that is a credit to your church and God. Your actions should comply with common sense, health and safety standards and rules for campers and staff. If you are in doubt about something, *please ask*.

Dress Code

Due to the broad range of opinions on what is modest or acceptable, Silver Spur takes a conservative stance on dress code. You are expected to set the example for impressionable campers not only through your conduct but through your dress as well. The following is Silver Spur's expectation for appropriate attire:

1. Appropriate footwear is required at all times. Plan for closed-toed shoes or boots appropriate for the activities that you are engaged in.
2. The following attire is not allowed:
 - a. Immodestly ripped or torn clothing.
 - b. Clothing that exposes the midriff, underwear or has a plunging neckline.
 - c. Attire with offensive words, language, or pictures as deemed inappropriate by Silver Spur supervisory staff. Take a second look; there are many tee or sweat shirts today

that in the name of humor or sarcasm send the wrong type of message. If in doubt, check with the Silver Spur supervisory staff before wearing).

- d. Two-piece swimsuits that do not cover the midriff. (Polar/Grizzly Bear Plunge, here we come.)

The bottom line? Our clothing should honor Christ, not make others question our commitment to be Christ-like.

Guideline #2: Protect yourself.

Unfortunately, we live in a fallen world. As a Cabin Leader, you need to be aware of potential danger areas.

- Only guys should counsel guys and girls counsel girls. While at Silver Spur, please respect this rule even for kids from your home church.
- Keep kids out of others' things and cabins. Cabin raiding is not allowed.
- Do your one-on-ones in sight of others.

Guideline #3: Participate fully.

The camp schedule has been designed for maximum fun and learning. Be aware of the flow of the program and help other team members, too. Keeping over one hundred people active is a challenge and your cooperation is necessary.

- Be on time for all events and help your kids get there on time. Assume all events on the schedule are mandatory unless told that they are optional. If you lose a camper, notify the Dean and stay with the rest of your kids.
- Know the camper's rules and obey them. Part of our mission is to provide loving and consistent discipline. Help your kids succeed by observing rules.
- Cabin Leaders are expected to participate in games, activities, studies, and all other aspects of the program. If you have health limitations, get clearance from the nurse and the Dean not to participate.
- In the case of program delays or dead spots in the schedule, be prepared to improvise a quick and easy activity to keep kids focused.
- Trust the program. Silver Spur has been designing youth programming for decades. Questions are welcome, but, please save them for leader meetings. We need everyone "on board" during activities and sessions.

Guideline #4: Observe the chain of discipline.

It's natural for some campers to test limits. The best Cabin Leaders can maintain order without being a dictator; they can have fun while staying within limits. The act of disciplining campers serves to steer individuals toward living within the limits so that everyone can have a great time.

- When you encounter a discipline problem, first try to deal with it using natural and logical consequences. Example: Penalize a minute of free time for every minute past your last warning to go to sleep.

- The Deans are there when you need help or when you need a camper removed from a situation. The Deans will speak with the camper. If needed they will send the camper to the Camp Director. A camper who refuses to abide by the rules will be sent home.
- If a disruptive camper is not part of your cabin group, please go to their Cabin Leader or one of the deans and let him/her know the situation. Allow them to handle it.
- Remember that physical force or hazing is forbidden. Supervised isolation can be the most effective method of discipline. Even the most defiant youth will often respond if they are deprived of the opportunity to actively participate in the program.

Remember, discipline is positive: punishment is negative. We need to show campers that God is not a God of confusion, but order. Discipline is a Godly characteristic. When disciplining, remember the following:

- Discipline is positive – punishment is negative.
- Don't threaten – be realistic with discipline.
- Stay in control – If you start to “lose-it,” take a step back.
- Discipline the behavior, not the person/personality.
- Know the difference between a mistake and a conscious defiant act.
- Expect the best from campers – a negative expectation breeds negativity.
- Hands off - In today's world we need to be extra careful to avoid any type of physical contact with campers that could be viewed as “inappropriate”. This does not mean that we don't want you to put your arm around a camper in love. We're simply asking that you be very aware of how your actions could be misunderstood or misinterpreted.

Guideline #5: Be aware of the limits of confidentiality.

By law, you must report any alleged sexual or physical abuse that is shared with you.

It is not your job to coax secrets from a camper, but occasionally, a camper will cry out for help by disclosing abuse to a counselor or staff person. We are bound by State law to report these disclosures to the appropriate authorities.

It's always best if you can build a level of trust with the camper to take him or her with you to the Director and let them tell their story. Try to avoid any situation where a student swears you to secrecy. Suggest that he or she can trust you to decide whether anyone else needs to know. You cannot help unless the abuse is reported.

Guideline #6: Respect others.

The spiritual, emotional, and physical/sexual dignity of all individuals is to be respected. Silver Spur, therefore, asks that Cabin Leaders:

- Stay away from nearby private residences and keep kids quiet around them. If anything is broken please alert the staff immediately.
- Help keep the grounds clean by picking up trash and encouraging campers to do the same.

- Respect Silver Spur's traditions and help preserve the unique beauty of the place God has entrusted to us.
- Make sure that the campers understand that any damage to camp or individual property (vandalism or theft) will require the offender to make financial restitution for the property. Campers who maliciously damage another person's property will be held responsible for their actions.
- Refrain from the practice of speaking in tongues or prophetic utterance. Many campers are not acquainted with these expressions and become confused and fearful. We also ask that no team member perform baptism or communion.

Chapter 2 – Cabin Leader Responsibilities

Your Week at a Glance

Being a camp Cabin Leader involves wearing many different hats. It means being like a mom, or dad, or big sister, or big brother, or coach, or teacher, or pastor or... Well you get the point. This section is designed to help you get a feel for what to expect during a week at camp.

Most Cabin Leaders will be assigned to a cabin with up to seven kids from their own church. A few may be asked to work with additional campers from other churches or who may not have a church home.

Your first job is to get to know your kids and help them feel comfortable with being at camp. Try taking them on a tour of the grounds and sit together at the first night's meal. Remember, no one likes to feel alone in a crowd.

The first night in the cabin try to guide the conversation. Ask personal history questions. Draw out quiet kids by addressing them by name. Suggest that talkative kids listen to what other have to say. From personal history, move to questions about personal opinions. Listen non-judgmentally to find out favorite sports teams, music groups, movie stars, hobbies, and fears. Work on developing the intimacy needed to make an impact with the Gospel.

Each morning or evening there is time for a cabin Bible study time in which you will act as a facilitator. The Bible study material has been designed to draw kids out. Use time wisely but don't be afraid to follow tangents that God may direct you towards. If you experience difficulty getting kids to share at cabin time try asking the Bible study leader or a Dean to join your cabin group one morning.

Every evening in your cabin, end the day with a short devotional. Use the time to discuss family issues, spiritual questions, or life and death issues. Try asking your kids to pray with you by taking turns.

Try to meet one-on-one with each camper at least once during the week. Remember to relax and pray. Trust God to open up conversations for you during the week.

Meals can be an interesting experience. Encourage the kids at your table to eat and avoid criticizing the food (the food at Silver Spur is good; we know because we've been to other camps). Try to keep

your table seated and non-rowdy at meals and wait until the table is organized for clean up before dismissing them.

The snack bar and gift shop are usually open in the afternoon. Take your campers by for a treat or for an opportunity to purchase some Silver Spur memorabilia.

Send all injuries to the nurse. The nurse will have a schedule for dispensing medications before and after meals and at bedtime. Try to help your kids remember to take their medications. Remember that no one is allowed to keep medication in the cabins (including Cabin Leaders). All medications, even over the counter meds like aspirin, must be turned into the nurse on opening day.

The pool is usually open in the afternoon. If most of your campers go to the pool, try to go along even if you're not going in. They can use the help of some of the Cabin Leaders at the pool when it's crowded. The zipline and swing are a challenge with a purpose beyond the thrill. As challenge course elements, they are designed to teach teamwork and self-confidence. There are many biblical principles which can be experienced on each element. Take advantage of this opportunity with your campers.

Make it your job to befriend other Cabin Leaders and encourage them. Veterans, help out the new leaders. New leaders, you are the new blood that keeps our camps fresh. Lean on the wisdom of veterans, but don't be afraid to make suggestions.

At campfire, Cabin Leaders should be seen and not heard. Let the kids share their testimonies. Make sure to follow up with your campers in evening cabin time if they stand and give a testimony.

Try not to get involved with any of your kids' "camp romances". We do not encourage them, but Cabin Leaders definitely should not encourage nor publicize them. Steer attention away from romances to spiritual matters. Few camp romances survive; many decisions for Christ do.

Before you leave, please make sure that the cabin is empty and clean. The Silver Spur staff has to get the entire grounds ready for the next group which arrives in less than 24 hours. Please help them do their jobs.

Halls of Fame and Shame

Let's face it; cabin leading is more an art than a science, so there is a limit to what can be taught through a manual. You will learn more of what works for your personal gifts, sense of humor, spiritual strengths, and communication style by doing it. Following, however, are some generalizations as to what "Hall of Fame" Cabin Leaders from the past did and where "Hall of Shame" Cabin Leaders got in trouble.

Hall of Fame Cabin Leaders are good communicators. They find ways to talk with kids without lecturing or put-downs. They keep their Deans informed and encourage their fellow leaders. Flexibility is another key, the ability to bend to changes in the schedule, to meet different needs of different kids, to keep cool when others are losing their cool. They give 110% to the program. And they know to switch gears from fun to serious devotion. Hall of Famers want everyone to win; they

have their egos in check. They are team players. Their criticisms are always constructive and communicated in general words. Finally, Hall of Famers have a deep spiritual strength from a contagious relationship with Jesus their Savior and Lord.

Hall of Shame Cabin Leaders mistake relationship-building with being peer-level friends with their kids. They disloyally play their kids against the "authority" figures in leadership. They operate on the same level of responsibility as their kids. Some overreact to problems with their kids, sensationalizing small issues. Others cannot restrain their ego needs; they need to be loved or to be a hero, to win or be popular. Naturally, a few Cabin Leaders come to the team with deep personal pain. Those who look to their kids or other leaders to help them heal are unable to bring healing to others. And then there is the problem of fear. Fear of failure, of rejection, of getting close. Everyone gets nervous, but don't allow your fears to control or isolate you. Share your fears with your Dean or same-sex experienced team member. We have people to support you and we know you'll be a success.

As you experience your week, you will personalize your job description by finding those things you do best in your own style and avoiding possible pitfalls. God is a God of endless variety and creativity. We're blessed that you bring your own uniqueness to make us a complete camp team.

Additional Cabin Leader Information

Cabins

You are responsible for the campers in your cabin. The cleanliness of the cabin is also under your supervision. If a camper leaves the cabin at night without your permission, you should notify a Dean. Deans will typically be found in the Lodge.

The "lights out" or "Quiet Hours" policy is in place for the best interest of the entire camp. Please cooperate with the camp leadership by making sure kids are quiet and the lights are out when designated.

Recreation

Not all kids are athletic and not all have self-confidence in their athletic abilities. The recreation is designed to cover a variety of different types of events. Please be positive, energetic, and open-minded about the recreational games. You are setting the standard to your campers. Your attitude will be contagious, good or bad.

Remember, winning isn't everything. In fact, winning will be downplayed and cooperation will be enhanced as the major quality we seek in recreational activities. Model a spirit of team unity and togetherness as we participate in recreation. Be ready to try new concepts and new games for recreation.

Homesickness

It is not uncommon for even veteran campers to feel homesick from time to time. Keep the following in mind if one of your campers say that they want to go home or miss their family:

- Homesickness it is a genuine illness.
- It grows out of insecurity and fear.
- Assure campers that it happens to other people as well.
- Make it seem difficult for the camper to be released from camp.
- Avoid a phone call home if possible.
- Enlist the help of a “motherly” staff person and try to solve the problem before nightfall.
- Offer love, affection, and understanding.
- Pray for them asking God to help them through it.
- Redirect their attention to camp activities.
- If a camper can’t handle it, that’s okay, too. You did not fail.

Bed Wetting

Ideas to help those with a problem:

- Make sure each camper goes to the bathroom before bed.
- Limit drinks after dinner.
- Don't make fun of campers with this problem.
- If you discover wet bedding, notify the Dean. They will remove the sleeping bag and have it laundered.
- If you are ambitious, try waking the camper up - about 10 minutes after they have fallen asleep for one last trip to the bathroom.
- Do your best to respect the camper by keeping the matter from being known by other campers.

Keys to Effective Leading

In order to be the best possible Cabin Leader that you can be, we encourage the following:

- A personal devotional time daily.
- Praying for your campers.
- Moral uprightness.
- Modest dress.
- Speaking positively in support of the whole camp ministry and program at all times (even if you disagree).
- Working through problem situations by confronting the appropriate parties in love.
- Handling all discipline in cabin.
- Being an active team member for all recreation activities. Curb your competitiveness and be a cheerleader.
- Sitting with your campers during sessions and meals.
- Spending time with your campers during free time.
- Working on an “encouragement campaign” for each camper – noticing their unique qualities and character.
- Showing appropriate behavior towards other Cabin Leaders with no flirting, hand-holding,

kissing, etc., among unmarried couples.

- Shoulder hugs only with campers.
- Refraining from having outside visitors.
- Majoring in the major doctrinal issues, not “majoring in the minors.”
- Supporting all decisions made by the program staff (even if you don’t agree).

One-on-One Tips

Much of your free time will be spent one-on-one with your campers. The one in charge is to be Jesus Christ. You don’t need to know everything. It is not bad to say, “I don’t know.” Never advise where you are unsure but contact the Dean or Camp Coordinator if you have any questions. In all cases, go to God’s Word as our main source of information and advice. In the “gray areas” of Scripture, be honest and give advice as your opinion only.

A few tips on one-on-one counseling:

- Pray. Depend on the Holy Spirit.
- Individual session / problem with camper – keep it private.
- Never be shocked. Appearances are seldom as they seem.
- Keep their confidence (see exceptions below). *
- Listen – force yourself to concentrate on them.
- Emphasize God’s ability to solve problems, not yours.
- Help them to make their own decisions / own conclusions.
- Ask open-ended questions and let them answer.
- Men counsel boys; women counsel girls.
- Quietness doesn’t mean they aren’t listening or don’t appreciate your concern.

*EXCEPTIONS TO CONFIDENCE RULE: These must be reported the Program Coordinator as quickly as possible so we can get the camper the help that is needed.

- Abuse: Sexual or Physical
- Suicide talk/attempts (past or present)
- Harm to others.

Chapter 3 - Leading Kids to Christ

There is no greater privilege than to lead one of God's kids to a personal relationship with Jesus Christ. We pray that you might have that opportunity this week. Sometimes the simplest way is best. None of us understands fully all of the theological ramifications of sin and salvation. But we came to a point in our lives where we knew we needed the help that Jesus offers. We called out to Him, and He saved us from sin and changed our lives. There is no "right" formula for getting a person to this point but we've included a simple outline for your use.

1. Ask if the student has ever asked Jesus to be their personal Lord and Savior before.
2. Explain that God loves them and wants to give them a life that counts.

3. Explain that sin always gets in the way between us and God.
4. Read John 3:16 and explain that Jesus is God's payment for the sins of those who believe in Him.
5. Ask if they would like to pray asking Jesus to be their personal Savior. Pray with them.
6. Follow up the decision by having the student share his or her decision with others.

Some good Scripture verses to be familiar with are:

Sin	Romans 3:23; Romans 6:23
Invitation	Revelation 3:20, John 10:10
Decision	Romans 8:1-4; Romans 10:9-13; Proverbs 3:5-6
Forgiveness	1 John 1:9; Ephesians 2:8-9

Chapter 4 - Hip Pocket Activities

Okay, your cabin happens to finish Bible study early, or the schedule gets goofed up because the line at the snack bar is 20 minutes long, or two kids come to you during free time complaining that they are bored. You are one of the most skilled Cabin Leaders around, so you instantly come up with an ingenious idea to make use of the time. You know that things can change quickly at camp, so you have a number of ideas in your "hip pocket" for just such an occasion. Here are some ideas.

Ice Breaker Games

- *Two Facts and a Fib*: The first person tells everyone three things about themselves. Two statements will be fact and one will be a fib. Everyone else guesses which one is the fib by holding up one, two or three fingers to show which statement is not true. You will be amazed at what you learn.
- *What did you put in your backpack*: Players build a list of things that go in the backpack. The group in chorus asks the question – “What did you put in your backpack?” Each player then takes a turn to answer “In my backpack I put...” However, each player must list the items previously named in order before adding a new one. E.g.: Everyone: What did you put in your backpack? Player 1: In my backpack I put some polka dot socks. Everyone: What did you put in your backpack? Player 2: In my backpack I put some polka dot socks and a toothbrush. Everyone: What did you put in your backpack? Player 3: In my backpack I put some polka dot socks, a toothbrush and a birdcage.
- *TABOO*: You need 3 or more players for this game. Choose a Word Leader. The leader picks a vowel (A, E, I, O, U) that can't be used. For the rest of the game that letter is TABOO. The Word Leader now asks a question to each of the players in turn. Players must answer without using any words that contain that TABOO vowel. Answers must make sense and should contain 3 or more words. It's not easy. If the TABOO vowel is used, the player is out of the game. The winner is the last player left. The winner then becomes the Word Leader and picks a new TABOO vowel.
- *How's Yours?*: Have the group form a circle. Send one player from the group out of the room.

While that player is gone, the group must decide on something that everyone in the group has. This might be a body part (lips, toenails) or physical possessions (phone, camera) or even more abstract things such as a sense of humor. Once the group has determined that thing they have in common, the person comes back into the room and begins to ask each player in the circle "How's Yours?". Each player then replies with a one word adjective (once in a while a two word phrase is acceptable) describing the thing they have. For Example: If the item is hair, one person might say "voluminous" while another might simply say "brown". If someone was bald they might say "non-existent" or "invisible". The trick to making this game fun is to try to invent descriptive adjectives which are clever but don't easily reveal the chosen thing. It is best to start with harder, more ambiguous adjectives and move towards more direct and revealing adjectives as the person approaches the last few players.

Take a Nature Hike

Silver Spur is situated in a very quiet, beautiful, and unique ecological setting. Make use of it by taking a hike. There are many great object lessons in nature. For example:

- Look for a pinecone and try to extract the seed or pine nut. Look at the size of the trees compared to the size of the actual seed (nut). If Jesus had lived here, he could have used the seed instead of the mustard seed to teach about the Kingdom of Heaven in Matthew 13:31-32.
- Although they grow up to 300 feet tall redwoods have shallow roots. Walk the fire trail to see some that have fallen over. Redwoods keep their balance by sticking together. Their root systems weave together and interlock to help them stay upright. Use 1 Corinthians 12:12 to talk about how Christians need each other.
- The trees in this area are adapted to a fire ecology. They live a long time in part because their thick bark is natural protection against fire, insects, and rot. Examine some bark. Talk about how Christians protect themselves from dangers and temptations. 1 Corinthians 10:13 talks about escaping temptation.
- You can also talk about the healthy part of fire for a forest. Without a fire every so often, the seeds cannot germinate. The seed cones of the different conifer trees need the heat from a fire to open up the cones and release the seeds into the now fertile earth. And the fire has burned away much of the competition for the nutrients the new seedling will need. Zechariah 13:9 and Psalm 66:10-12 talk about being refined by "fire".

Safe Hiking Guidelines:

- Never hike alone and always let someone know if you are going off on a hike. Trail guides are available in the lobby.
- Take water with you.
- Stay on the trails. Poison oak grows wild on Silver Spur grounds. Leaves are green, oak leaf shaped, and turn red and deep green as the plant matures. The oil produced by the plant can cause a severe rash. If you think you touched poison oak wash with cold water and soap immediately. If a rash develops see the camp nurse. Note: Poison oak oil can be transferred from your clothes to your skin. If you think you have gotten it on your clothes, place your clothes in a plastic bag to keep the oil from spreading. The best way to avoid poison oak is to

stay on the trails. Do not walk through underbrush or overgrown areas.

Building Unity Takes Imagination

Try one of these to help mold individuals into a group:

- Secret Pals: Everyone puts their name in a hat and draws another name. During the week everyone tries to do something nice for their secret pal.
- Cabin Nicknames: Everyone gets a nickname. This usually works best if the counselor chooses names for everyone. Avoid using negative nicknames.
- Cabin Tournaments: Ping-pong, scavenger hunts, leg wrestling, Bible trivia, tabletop football, etc.

Boundary Breakers

Boundary breakers are open ended questions that help kids talk about what is important. Here are a set of questions designed to help create community in an informal, yet structured setting. Everyone in the group answers every question. A person can pass to think, but is always returned to for an answer. Put-downs or negative comments are not allowed. This works well in cabin time before sleep or as a cabin activity during cabin time.

Boundary Breakers Questions:

- What is the best movie you have ever seen?
- What is the dumbest TV commercial?
- What is your favorite sport?
- What event in the last 3 months stands out the most?
- If you could be any animal what would you be?
- For what would you be willing to die?
- What physical thing do you want to build more than anything else?
- What do you want to be doing 10 years from now?
- What do you feel when you stand on the shore of the ocean?
- If a nuclear bomb were going to fall in 10 minutes, what would you do for that 10 minutes?
- If you could travel anywhere in the world, where would you go?
- How many children make the ideal family?
- What emotion is strongest in you?
- Select a word that describes your life at this moment.
- What is your biggest worry?
- What person has influenced your life the most?
- What is the greatest piece of music ever composed?
- What would you like put on your gravestone?
- What talent would you like to have that you do not have now?
- What do you think that people like least about you?
- What do you think that people like most about you?
- When do you feel most happy?

- If you could smash one thing, what would you smash?
- What do you look for in a friend?
- What day in your life would you like to live over again?
- What embarrasses you the most?
- What future discovery are you most looking forward to?
- Select one word that describes people your age.
- What is the most beautiful thing that you have ever seen?
- What is the most overwhelming thing you know, the thing that makes you feel the most humble?
- If you had a million dollars and you had to spend it all, what would you spend it on?
- What is the greatest crime one person can do to another?
- What historic figure would you like to be able to talk to?
- What is your greatest fear?
- What one question would you like to ask God?

Wrap up questions:

- Which person did you learn the most about?
- Which answer surprised you the most?
- Which person is most like you?

Chapter 5 - Free Time Activities & Challenges

Silver Spur's free time activities include opportunities to learn new skills and to test yourself on a challenge course element. Silver Spur has a giant swing and a zipline as well as an archery course, paintball course (Transition Zone and High Country only), and waterslide.

Why do free time activities?

The "experiential" learning that takes place at any of these activities provides an effective and powerful tool to model and discuss Biblical concepts such as faith and trust and to answer questions like how to really love one another according to Jesus' example.

There are two concepts that are important for staff to understand and apply:

1. Devaluing thoughts and actions are not appropriate. When you devalue someone, you steal or take personal value away from them. Some common examples of devaluing statements are: "You jerk." "You blew it." "What a loser". The purpose of our program is to build esteem and value.
2. Challenge by Choice. This is the idea that allows each individual to set limits to the amount of risk they are willing to take. Yes, we hope that everyone will take a risk to step beyond their normal limits, but they get to choose how far. No one is forced to do anything.

The ultimate goal during free time activities is to keep everyone safe. Silver Spur's staff has undergone thorough training including First Aid and activity-specific rescue. They constantly practice and review procedures in an effort to ensure the safety of participants and facilitators. It is vitally

important that Cabin Leaders recognize the authority of the facilitators and follow their directions. Cabin Leaders have the responsibility to help manage the group at each activity. Have fun, but remain alert to the situation around you. Please immediately call anything that appears unsafe to the attention of the facilitators. Use the time at each location or activity to build relationships with your campers.

Debriefing

Debriefing is a crucial time in the experiential learning process. Following an activity, debriefing is a forum which allows the participants to make meaningful connections with what happened to the speaker's messages, morning Bible studies, Biblical concepts, and wisdom for daily life. Please help participants share in an environment that allows discovery of a new understanding of God. Take time during the walk back or intentionally over a snack afterward to allow for discussion.

Chapter 6 - General Silver Spur Information

Dining Hall Responsibilities

NOTE: The same crew that does set up with also serve, and do clean-up.

Before the Meal

KP Crew

1. KP Crews will be assigned in advance.
2. Please arrive at the dining area 15 - 20 minutes before mealtime.
3. Cabin Leaders are to assist their cabin with KP assignments.
4. Set tables according to instructions given by the dining room host or hostess.
5. Put drinks on tables.
6. Eat quickly before rest of group comes in.

During the Meal

KP Crew

1. A KP camper should be present at the item they are to serve. Serving continues until everyone has had "firsts"
2. KP campers also help the dining room host with food monitoring on each line.
3. KP campers not assigned to a food line will help with refilling the drink pitchers on each table (if able).

All Campers

1. Only one person should be up from the table at a time.
2. Loud noise and foot traffic should be kept to a minimum. (This includes pounding on the tables or performing loud chants.)
3. The dining room hostess, Camp Deans and the Camp Emcee should be the only ones using the PA system.

All Cabin Leaders

1. You are expected to be at each meal unless prior arrangements are made. The kitchen prepares meals based on the total number of campers and staff unless notified otherwise.
2. Remain at your table throughout the meal.
3. Encourage good manners.
4. Always give the dining room hostess your attention.
5. If your cabin is part of the KP crew, please stay with them during set-up and clean-up.

After the Meal

All Campers

1. Stack the plates at the end of the table, with all left-over food and trash on the top plate.
2. Put cups/glasses at the end of the table. Do not stack the cups or glasses.
3. Separate the silverware (knives, forks, spoons) and put in 3 piles at the end of the table.

KP Crew

1. Cabin Leaders are to assist their cabin with KP assignments.
2. Take the plates from the table, throw the trash in the garbage, and stack the plates where the dining room hostess indicates.
3. Take the cups/glasses to the bus area, dump the liquids in the buckets provided, and put them in the trays up-side-down.
4. The silverware should be put into the appropriate tubs.
5. Full, partially full, and empty pitchers go on the table near the dish cart or where the kitchen staff determine.
6. Wipe clean each table and chair.
7. Sweep the floor.

Closing Camp

The following steps will help make a smooth departure from camp.

1. Begin packing bags and cleaning cabins before breakfast on the last day of camp.
2. Take luggage to the designated area before breakfast.
3. Final cabin clean-up is a whole group project. There will be an inspection by the Deans to ensure that everything is litter free and well swept. Please try to leave Silver Spur in better condition than when you arrived.
4. Once your cabin is cleaned, please take time to pick up litter outside your cabin and around Silver Spur grounds. This helps keep camp looking clean and beautiful.
5. All lost and found items should be turned in to the camp office.
6. Campers and staff may fill out a lost and found form for any items they have lost that have not been located by departure time. If the camp staff recovers the item we will mail it and bill you for the cost of shipping.

NOTE: No provision will be made for campers/Cabin Leaders to remain in camp after departure time on the last day. Please make transportation arrangements in plenty of time to avoid unnecessary delay. Thanks.

Lost Camper Procedures

A camper may be missing without being lost. Campers have been known to wander off for a time by themselves or homesickness may prompt them to try to go home. It is also possible that they merely decided to skip a certain activity. In any case, a camper should be considered missing if the camp leadership does not know where they are. The following steps are to be followed in the event that a camper cannot be located.

1. Missing - If a leader determines that someone in his group is missing, he/she should quickly ask if any of the camper's friends cabin mates at camp knows where the missing camper is.
2. Known where camper is - If it is known that the camper has left the grounds and where they are, the Dean should be informed and should secure a vehicle to get the camper.
3. Inform Dean - If nobody knows where the camper is, the leader should inform the Dean and Camp Coordinator of the situation. From that point on, the missing camper becomes the responsibility of the head Dean and Camp Coordinator.
4. Check the facility – The Dean should follow up on any clues as to the camper's whereabouts. A quick check of the main facility and surrounding area generally turns up to 99% of the "lost" campers. If a check does not yield the camp, the bell will be rung continuously to gather everyone to the amphitheater. Once everyone has been accounted for, a specific search plan will be put in place.

Sick or Injured Camper

- Take the ill or injured camper to the nurse.
- Don't give any medication, if not the nurse.
- Remain calm if camper is injured. Stay with injured camper and send somebody else to call for camp nurse.
- Do not play "Doctor." Let the nurse treat the problem.
- Never move a camper if you suspect a broken bone, back, or neck injury.
- Do not call the ambulance until the nurse has first been contacted. If the nurse is unavailable, let the program staff (Dean, Camp or Program Coordinator, camp staff) call for an ambulance.
- Protect the scene of the accident. Make sure nobody else is in danger.
- If you are alone with a camper when injury occurs, yell for help.
- Never ignore an injury or a complaint of pain.

Fire Drills

In case of fire, remember that you need to make sure that all of your kids are accounted for. You are to bring campers outside to the amphitheater. At that time, you will be given instructions on what to do next by the staff. If a camper is missing, notify the Dean or camp coordinator or camp leaders immediately.

If you hear the fire alarm or the bell ringing continuously, do not hesitate to leave immediately to the location described above. Do not run, but walk quickly to the appropriate location.

Sexual and Other Unlawful Harassment

Silver Spur policy prohibits all forms of discrimination. It is the policy of Silver Spur to ensure that its employees, volunteers and guests are not subject to harassment during the course of Silver Spur sponsored activities.

Some forms of unlawful harassment include: discrimination based on race, color, national origin, sex, sexual orientation, age, religion, mental or physical disability, or any other form of unlawful discrimination.

Forms of sexual harassment include but are not limited to Inappropriate, unwelcome, or offensive conduct whether verbal, visual, physical, including making comments about another person's body or dress, displaying sexually suggestive objects, pictures, cartoons or posters, making sexually explicit jokes, writing provocative or sexually explicit notes or invitations, touching, assaulting or impeding/blocking movements. It is unlawful for males to sexually harass females and other males and for females to sexually harass males and other females. Sexual harassment is unlawful whether it involved co-workers, harassment by a supervisor, or persons doing business with Silver Spur. The camp office has a full copy of the sexual harassment policy, if you have any questions.

It is your responsibility to report all incidents of sexual or other unlawful harassment to the Program Coordinator or Silver Spur's Office Department. Once a report has been made, Human Resources will make a full investigation into the allegations. Please understand that Silver Spur and California law prohibits retaliation against anyone for reporting sexual or other unlawful harassment and will do everything possible to protect the anonymity of the person reporting the conduct.