

CREW 101

A QUICK GUIDE TO EVERYTHING YOU NEED TO KNOW ABOUT CREW

CREW OVERVIEW

The Camp Ernst Crew Program is a leadership experience for those entering the 10th grade in the fall of the upcoming school year. The crew program is designed to help foster responsibility, positive learning, teamwork, initiative, and a caring attitude that crew members will be able to use in and out of camp. To achieve this, the crew will participate in trainings, leadership rotations, guest speakers, and experiential service learning during their two week stay. They will form a tight knit group with the other crew members as they work together to complete a variety of tasks throughout their stay.

ARRIVAL AND DEPARTURE INFORMATION

BEFORE YOUR SESSION

- Review this packet again prior to your session!
- You will receive a call from a crew leader the week before your session to review all information. This will be a great time for you to ask any questions you may have.
- Make sure you have completed all necessary paperwork and submitted all payments. Each crew member is required to complete an online health form. Full payments are due two weeks prior to the start of the session.

CHECK IN

- Check in is the first Sunday of your session from 12:00pm-1pm. We ask that you do not arrive earlier than 12:00 so the crew leaders and nurse can be prepared for your arrival.
- Crew members will report directly to the Yurts (the big green circle cabins) which are located in the Main Entrance.
- All crew members are required to be signed in by a parent or adult.
- All medications must be checked in with the nurse upon arrival. These include all over the counter medications.

WHILE YOU ARE AT CAMP

- To get the most out of your crew experience, we ask that you try to schedule all other activities and appointments outside of your crew session. If you need to leave for any reason during your session, you must let a crew leader know during check in on Sunday. Crew members must be checked out by a parent or adult at the camp office.
- Crew members stay for two weeks, including the Saturday in between weeks. The Saturday between the weeks is designed as a laid back day of recreation, when the crew typically goes on a big creek hike, goes boating at the lake, and have their own campfire. Parents should not expect to visit with their crewie at all during their two-week session.
- For a fee, camp offers a laundry service on the Saturday in between sessions. You may also pack enough clothes for the two weeks, or arrange for your laundry to be picked up at the camp office on Saturday morning before 11:00am.

CHECK OUT

- Check out will be on the second Saturday of your session at 9:30am. There will be a short crew closing that parents and family members are invited to that will start promptly at 9:45. Crew members are expected to be moved out of the crew cabin prior to the closing.

OTHER IMPORTANT INFORMATION

WHAT TO PACK

- Old t-shirts
- Shorts
- Lots of socks!!!
- One-piece bathing suit
- A pair long pants/jeans
- A sweatshirt and/or long-sleeved shirt
- 2 pairs of old shoes
- Hiking/work boots
- A sleeping bag, pillow and sheets
- A working wrist watch!
- Towels
- Bathroom items, shower sandals, etc
- Sunscreen/bug spray
- A battery operated fan
- Do not bring anything expensive! Refer to the Personnel Policies for other prohibited items

Note: While at the kitchen, crew members must have shirts with sleeves, sturdy closed toe shoes, and hair pulled up.

MAIL PROCEDURES

- Mail will be kept in the office and a crew leader will bring all mail to the crew cabin for distribution once a day. Please avoid sending any immediately perishable items. Mail should be addressed as follows:

Crew Member's Name- CREW Session ____
YMCA Camp Ernst
7615 Camp Ernst Road
Burlington, KY 41005

EXPECTATIONS

- It is important for us to provide a safe fun environment for all crew members. You are expected to follow all camp rules and personnel policies at all times. Crew members must stay with the group at all times and should always inform a crew leader where you are going.
- As a leader of camp, we expect for you to be a good role model. Be camp appropriate at all times. This includes language, clothing, conversation topics, and music.
- One of the best parts of crew is the new friendships that will form from this two week experience. To be focused on others and to get the most out of the crew experience, please do not bring your cell phone or other electronics.
- Respect everyone you work with, including crew leaders, cooks, counselors, campers, and crew members. You will be living and working with people who are different from you and you may need to adjust to it. We are proud of our camp culture and we will not stand for bullying or pranks. If you are having a problem or need help, your crew leaders are there to support you.
- Responsibility is a big part of the crew program. Be on time for meals and activities. You are responsible for getting yourself up in the morning or finding a friend who will. It is suggested that you bring a watch and alarm clock to help you keep track of time.

YOUR CREW LEADERS ARE HERE TO HELP

- Crew will be very exhausting at times. Your first week can be especially overwhelming. Hang in there and keep a positive attitude.
- If you ever feel like things are too hard, if you are not having a good time, or something is bothering you, please tell your crew leader. Being proactive and involving them as soon as possible will only make your week better!
- Towards the end of the first week the hard parts tend to round into a crazy amount of fun and the remainder of the session flies by. Crewies are sad to leave their new camp family and parents are amazed at the confidence and maturity built by two weeks at camp on crew.

DAILY SCHEDULE EXAMPLE

7:00	Wake Up
7:10	Valley Kitchen begins walking down
7:25	Lakeview Kitchen begins walking over
7:45	Crew Eats Breakfast
8:15	Breakfast 1 Served
9:00	Breakfast 2 Served
9:30	Clean Up Begins
10:15	Back to Crew Cabins –Leadership rotations and break
11:15	Valley Kitchen begins walking down
11:40	Lakeview Kitchen begins walking over
12:00	Crew eats lunch
12:30	Lunch 1
1:15	Lunch 2
1:45	Clean Up Begins
2:30	Back to Crew Cabins–Break Time and Activities
3:55	Valley Kitchen begins walking down
4:10	Lakeview Kitchen begins walking over
4:30	Crew eats dinner
5:00	Dinner 1
5:45	Dinner 2
6:15	Clean Up Dinner
7:00	Back to Crew House
7:30	Evening Program
10:30	Prepare for bed/Devotion
11:00	Latest time for lights out

SCHEDULE NOTES

- Times may vary depending on how quickly the crew works together to clean up after the meal.
- The crew participates in both the opening and closing campfires and the Camp Ernst Party on Thursday night. The crew is responsible for snacks, including making popcorn, sno cones and cotton candy, and clean up for the party. Crew members take turns making the snack, so there is plenty of time to enjoy the party as well!
- Evening programs for crew involve activities like dodgeball, mock rock, the ropes course, capture the flag and special activities. The crew leaders will plan and lead all activities for the Crew.
- During break time in between meals the crew leaders will have optional activities planned such as swimming, soccer games, hikes, etc. This will be your time to do a lot of the smaller traditional camp activities you enjoyed as a camper, so take advantage of these times. There will also be time for resting in the cabin- although naps are discouraged as people tend to oversleep.
- The Crew will be staying over on the Saturday in between weeks. The crew will be doing activities like going to the lake, cooking out, campout, and of course, getting plenty of rest. The stayover is when most friendships click and lasting memories are made.

CREW JOB DESCRIPTIONS

- You will be assigned a job for every mealtime during your crew session. Jobs will be in the kitchen, on work crew, or the bathrooms/trash team. Each job will have before meal, during meal, and after meal responsibilities. The jobs are listed below with brief descriptions of some of the responsibilities each job has. A more detailed job description will be posted in the kitchen.

- We will work together as a team in the kitchen, which means we will help each other with other jobs until everyone is finished.

KITCHEN JOBS

- **Front Hop:**
The people who are washing the dishes. Two to three people will be assigned to this job. Front hop people work together to clean off dishes, stack them in trays, spray them off, and send them through the dish washing machine.
- **Dish Inspector:**
The person who works at Back Hop and inspects the dishes as they come out of the hopper making sure that they are clean. They are also responsible for putting the dishes away on the shelves. If a plate still has food residue on it, the inspector will return it to the front hop to clean and send through again.
- **Pots and Pans:**
The people with a messy fun job. Two people will be assigned this job. One person will scrub the pots and pans as the second person will be in charge of rinsing the pot/pan, sanitizing it, and putting it where it belongs.
- **Window Server**
The people who stand in the kitchen and refill bowls and pitchers as the dining room servers bring them back to the kitchen. As the meal winds down you will send used bowls/plates/pitchers to front hop so that they can begin getting them ready for the next meal.
- **Dining Room Server:**
The people who help refill dishes from the cabins' tables. This person will be standing in the dining room checking with tables about refills. When a counselor holds up an empty bowl/pitcher you need to grab it and bring it to the kitchen for the window server to refill.
- **Salad Bar:**
The person is in charge of the salad bar before, during, and after the meal. Before the meal, you will set up the salad bar with all of the items prepped by the cooks. During the meal you assist with dining room serving and also check on the salad bar and refill things as they are empty.
- **Alternatives:**
The person in charge of the set up, monitoring, and clean up of the alternatives table. This includes making peanut butter cups, jelly cups, finding fruit for the fruit bowl, and any other alternatives that the cooks have prepared for the alternatives table. During the meal, you will assist with table serving and also monitoring the alternatives table making sure we do not run out of anything.

OTHER CREW JOBS

- **Work Crew:**
A group of crewies who work with a Crew Leader and a member of the maintenance team to complete a project here at camp. Past projects have included bench building, ga-ga pit construction, trail blazing, gardening, trash pickup, etc. These projects will be different each day. Work crew will help set up for the meal before going out for the work project.
- **Bathrooms/Trash:**
The team that cleans the bathrooms in their designated area. This includes sanitizing sinks and toilets, sweeping and mopping the floor, cleaning the mirrors, and taking out trash. This group will also be responsible for picking up trash from the different cabins and taking it to the dumpster.

CREW REFLECTION

1. What are you most excited about for your crew experience?
2. What do you think are going to be your biggest challenges on crew?
3. How are you going to handle any problems while on crew? Who are you going to talk to?
4. What questions do you have about crew?

NOTES SECTION