

Baptists on Mission - Shelby Mission Camp
Physical Address - 302 Sharpton Drive, Shelby, NC 28152
Mailing Address - PO Box 1047, Shelby, NC 28151

Team Leader/Group Information

Things to Bring:

- Your Bible
- Devotional Materials
- Reusable Water Bottle
- Toiletries
- Towels/Wash Cloth
- Bedding and Pillow (twin size)
- Flashlight
- Sunscreen
- Shower Shoes
- Insect Repellent
- Snacks/ drinks
- Team Coolers (The Camp provides ice)
- Insurance Card
- Medicine
- Ear Plugs!!!
- Phone Charger
- Camp Chair (great for free time and outdoor activities)
- Clothes for at the camp
- Clothes for on the project sites (refer to dress code)
- Personal tools if you have them
- Safety Glasses
- Work Gloves

Cost: Daily \$20 per person includes meals, lodging and supplemental volunteer insurance. We recommend bringing some extra snacks which are not included in the cost. Checks should be made payable to Shelby Mission Camp and paid upon your arrival at the camp. We also take Credit Cards.

Medical and Liability Forms: Each volunteer serving at the Shelby Mission Camp will need to complete a Medical and Liability forms packet. The completed packet must be presented at check-in. **For Volunteers under the age of 18, the “Youth Form Packet” must be used, and a signature from a legal guardian is required.**

ALERT POLICY CHANGE! - Background Checks: All volunteers ages 18 and older who staying overnight at the camp must have a background check completed. The team will need to complete the background checks, complete the “background check form”, have it signed by someone in church leadership who received the results. This form must be ready to present it at the time of arrival.

Age Requirements: Volunteers serving at the camp must be age 13 or older, or have completed the 6th Grade. Any volunteer under the age of 18 is considered a youth volunteer.

ALERT POLICY CHANGE! - Youth Group Leader Required Ratios: You must maintain the proper youth to adult ratios at all times. The Adult to Youth ratios must be maintained with same-gender leaders for both boys and girls, not simply an overall number. For groups with 7 or less youth of a particular gender, there must always be a minimum of two leaders of that same gender present. For Groups with 8 or more youth of a particular gender, an Adult to Youth ratio of at least 1:4 will need to be maintained.

Check-in: All team members sign-in with their completed Medical and Release of Liability forms. Orientation will be with the Camp Coordinator. The team leaders will meet with the camp coordinator for project assignments.

Lodging: Males and Females will be assigned separate sleeping rooms. Room assignments will be finalized and given out at orientation. For safety reasons, room assignments can only be changed with permission from camp staff.

Snacks: We encourage you to bring your favorite snacks and drinks! A snack shelf and fridge is available for use in the main area. Food must stay in the common area. Please do not take food (including personal snacks and drinks) into the bunk hall or rooms. The refrigerator may be used for medicines, etc.

Dress Code: T-shirts or work shirts on the project site and at the camp. No cutoffs, ripped sleeves, shirts with offensive language/questionable graphics or text, or tight knitted tank tops will be allowed. Factory sleeveless shirts are okay. Shorts must be at least mid-thigh in length (most Softe style shorts are too short) on the project site and at the camp. Please use the same dress code when going to and from the showers and in common areas.

Meal Schedule/Information:

Breakfast: 7:00am – 7:30am

Lunch: 12:00pm – 12:30pm

Dinner: 6:00pm – 6:30pm

No meals are provided on Sunday

Inform the kitchen the day before if your team plans to go out to eat one day. Also, inform the kitchen the night before if you need bagged lunches for the next day. We order and cook our food based on the number of volunteers that we have. We need your team count daily for all three meals to make sure we do not waste food.

If there are any special dietary needs, please inform the staff during registration. We will work with you to make appropriate plans to meet those needs. This may involve things like adjustments in our menu, the individual bringing in their own food, etc.

Daily Devotion/ Debrief Time: Daily Devotion time is some of the most fruitful time we spend together at the camp. We encourage you and your team to set aside time daily for devotions and debrief. Camp staff has materials that can help lead this time if you would like to use them.

Camp Operating Schedule: The Shelby Mission Camp is open each week Monday through Saturday. The Mission Camp is closed on Sundays. Late Sunday check-in may be allowed under special circumstances. No Sunday meals will be provided.

Camp Gates: The Mission Camp gates open at 6:00am and close at 8:30pm. Outside of those hours, teams will be given a gate code at check-in that is active only for the time that they are on site. If you plan to be offsite outside of our "gates open" hours, make sure you have the code, and are familiar with the way the gates work. If you use the gate code to enter or exit the facility, please make sure that the gate closes behind you. The gates close automatically after approximately 60 seconds.

Quiet Hours: Quiet hours are from 10:30pm to 6:30am each day. Please be respectful of others while they are sleeping!

Conduct: Tobacco products, alcohol, and illegal drugs are not permitted on the Mission Camp Property or at project sites while serving with the Mission Camp. Anyone found in violation of this policy will be asked to leave the Camp.

Personal Property: take appropriate precautions in safeguarding your personal property. We will not be responsible for stolen or lost property.

Vehicle Parking: Parking for vehicles is provided inside the gate in the marked spaces to the side of the main building. If you are towing a trailer, please park in the gravel lot behind the main building. Please do not block the road, entrances, or the doors to the warehouse with your vehicles.

Media Requests: If you are approached by the media at any time, on a project site or while here at the camp, Please notify Camp Staff immediately.

Housekeeping: Please help us with the following: Bag trash and carry to the dumpster, make a daily clean sweep of your room to check for wet clothing, towels/linens, personal items or any electrical items that have been left on (curling irons etc.). Do a general clean up each day (sinks, toilets, showers & floors) before leaving for your project site. Do not store or have food in your sleeping area. Clean the showers after you use them so they will be clean and ready for the next person to use. Please keep the shower curtains inside the shower stall when taking your shower this will prevent flooding the floors with water. Pick up after yourselves in the dining hall and common

areas of the facility. Do not leave anything that belongs to you behind in the showers, dining hall, worship or any other common area of the camp including outside grounds.

Safety: Prepare your team to use tools and/or have a skilled person with your team to train them. This will ensure all members have some knowledge and experience working with tools. We strongly emphasize safety on the project site and at the camp. We strongly recommend each team member have an updated tetanus shot. Closed-toe shoes are required at all times on the project site. Crocs do not qualify as closed-toe shoes. Work boots are always the best option on a project site. Shoes must be worn at all times, both at the camp, and on project sites.

Warehouse Procedures:

Warehouse Hours 8:00am – 5:30pm

- All materials used from the warehouse must be checked out and entered on a materials/tools list. Please have your project number ready.
- Do not purchase any material from sources other than our NCBM Warehouse for the homeowner without prior approval from the Camp Coordinator. You may submit receipts for reimbursement only on purchases that were approved ahead of time.
- All work equipment/tools must be checked out by the warehouse coordinator and returned CLEAN and ready for the next team to use. Clean up area is provided.
- On the first day, or if there are multiple teams, the warehouse can be a hectic place. Patience is required.

If you have any questions, or if we can assist you in any way please feel free to contact us.

We look forward to serving with you!

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