



BC Family French Camp Junior Counsellor Conduct and Hiring Agreement

Welcome to BC Family French Camp!

You have been hired as a Junior Counsellor for the _____ Camp.

Your first day of work is _____ and you will work until _____.

Please contact the local co-ordinator to arrange your arrival time. Your weekly honorarium is \$ _____.

During training week you will be staying with (names, address, phone number):

Local Committee Expectations

The following will outline the expectations of the Local Committee during training week and camp.

During Training Week

During training week your meals will be provided by the local committee member with whom you are staying. You will be required to pack a lunch every day, and a supper for the overnight trip.

Bring each day:

Daypack	Sunscreen	Notebook and pens
Lunch	Water bottle	Bathing suit and towel
Hat	Rain jacket	Comfortable shoes

You will be staying with one of the local committee members, so please be respectful and helpful, and let them know when the Program Director needs you at camp each day.

Take notes on any games that you think will be fun and that you would feel comfortable teaching to the kids.

Let the Program Director know if you have any younger siblings coming to camp, so that you can be put in a different group from the one they are in. Be flexible, bring equipment for different activities and weather, and be prepared to stay into the evening a couple of times.

Be prepared to take one overnight out-trip with all of the counsellors during training week.

Talk to the Program Director or Camp Co-coordinator about any concerns and/or ideas you may have, because s/he is the person who has the most control over your situation – besides yourself.

You will also be assigned a Junior Moniteur Mentor.

This experienced Moniteur will touch base with you periodically, to ensure your harmonious integration with the team.

Ask questions. If you don't understand an explanation or how an activity is supposed to work, ask! Don't be shy!

Training week is the ideal time to get practised up on your French fluency.

During Camp

Your host family will provide you with breakfast each day. Your lunch and dinner will be provided by the "invite a Moniteur to dine" program. On your days off during camp be prepared to provide yourself with a meal, which can be cooked at the Moniteur's site.

The Program Director will assign you to one or two moniteurs for the week. The Program Director and your Moniteur(s) will explain your specific responsibilities. Be prepared to be flexible.

Speaking French is the most important thing you must do as a Junior Counsellor. Speak French with the campers **even during off-hours**. The kids need to speak and hear the most French possible during their week at camp.

During camp you will use a "camp name" (rather than your given name), which you can decide on prior to camp. Remember that it should be in good taste in English as well as French. Your given name and the names of other counsellors are not to be shared with campers or their families under any circumstances.

Wednesdays and Saturdays will be your days off, however you will be required to attend Moniteur meetings and the Saturday night campfire.

Supplies You Will Need to Bring

- A good quality small waterproof tent
 - This will be your home during camp
- A comfortable foamy or insulating pad
 - This will be your bed during camp
- A warm sleeping bag
 - It can get cold some nights
- Clothing for all types of weather
 - Hot, cold, and wet
- Foot ware for all types of weather and terrain
 - Beach, grass fields, trails
- Snack items
 - If you need food between meals

Your Host Family

It is most important for you to get along well with your host family. This is a *family* camp and BC Family French Camp Moniteurs must be able to communicate well with both parents and children. If your host family has rules or guidelines that they want you to follow, you must follow them. ***This is especially the case when your host family is your own family.*** You must communicate openly and honestly with your host parents and their children during off-program hours.

Curfew

You must be back at your host campsite no later than 10pm every night. This includes Tuesday, Wednesday and Friday nights. Your host family may request that you return prior to 10pm. It is important that you respect the requests of your host family. You must stay at your host campsite until breakfast the following morning. It is your responsibility to make sure you do not break curfew. ***Don't wait until the Program Director or your host family tells you its time to come home to bed.*** Make sure your host family knows that you are home each night.

Be a Role Model

You are a role model for the children 24 hours a day. Act accordingly. It is important that the children see that you speak French fluently and that you behave yourself.

At no time will you be allowed to participate in unsupervised sleep-outs, this includes when you are staying with your own parents.

Alcohol and Drug Use

The use of alcohol or drugs will not be tolerated, and will result in you **being sent home.**

Assessment

On the Tuesday of each camp week, the Program Director will meet separately with you, the Moniteur(s) you are working with, and your host family to see how you are doing and to discuss any problems that may have arisen. If problems have arisen, the Program Director will set up

further meetings between all or some of these people. If you have any concerns that you have not already communicated to the Program Director, you must bring them up on Tuesday. This gives everyone enough time to remedy the situation before the end of the week.

The Program Director may recommend that the local committee send you home if no resolution can be found.

Your suitability as a Junior Counsellor will be assessed not only on the work you do with your group, but also on how well you communicate with your host family and other parents and children during the off-program hours. As well, whether you take responsibility for your curfew will be a part of your evaluation.

Travel

BCFFC will pay for your bus fair to and from camp, if you are not travelling with parents or parent-approved transportation. No hitchhiking is allowed. Please submit receipts to:

Dave Macdonald, BCFFC Bookkeeper
4758 Willowdale Place,
Burnaby BC V5G 4B4
e-mail: bookkeeper@bcffc.com
Before September 1st 2010

Acknowledgement

Please read this Agreement, review it with your parent(s) and return one signed copy to the Local Co-ordinator.

I, _____ (print name)
have read and understand the expectations of BC Family French Camp, and agree to live up to these expectations.

(Signature of Junior Counsellor)

(Signature of parent or guardian)

(Date)

If you are interested in using this as your CAPP work experience, please contact your counsellor or school liaison, who in turn can contact the local co-ordinator who hired you.