

Caton's Island Camp Staff Standards

The following staff standards represent policy and principles set forth by the leadership of The Atlantic District of the Wesleyan Church and apply to all staff and volunteers of Caton's Island Camp. The Camp is a ministry program of the Church and is governed by the Church's beliefs.

During staff training, all staff and volunteers will review and agree to abide by Caton's Island Policy and Procedures.

Caton's Island is a seasonal Christian camp and those serving on staff are to reflect basic Christian values and conduct and follow the spiritual and moral teachings of the Church. A staff member is anyone who works at Caton's Island either in a paid or volunteer position. This includes full-time or part-time positions throughout the summer.

These standards apply for the duration of your employment at Caton's Island including time off for weekends and vacations.

Relationship to Christ

- A. All staff members are expected to have a life witness and to be a good representative of the Lord and the camp at all times. As born again believers who openly profess a personal relationship with Christ, whether on or off the grounds, staff shall strive to model a Christian lifestyle in their relationships with campers, other staff, visitors, and outsiders alike.
- B. Outside of any scheduled camp activity, all staff must participate in personal devotions.

Conduct

Philippians 1:27 "...conduct yourselves in a manner worthy of the gospel of Christ."

- A. Responsibilities: Staff must fulfill all assigned responsibilities.
- B. Safety First: Staff are to conduct themselves in a manner that commits to the safety and well-being of themselves and others. Emergency and safety procedures will be taught to all staff.
- C. Respect: Staff are to respect and value others, including their privacy and points of view as is befitting members of the body of Christ. (Philippians 2:3-4)
- D. Bullying, Harassment and Discrimination: Bullying, harassment and/or discrimination by staff will not be tolerated.

The Atlantic District of the Wesleyan Church is committed to providing safe environments for work, worship, and study, free from harassment and violence. Recognizing that all are created in the image of God, harassment, discrimination, bullying or any such conduct will not be tolerated. Harassment and violence in the workplace are prohibited by federal and provincial law and the laws of the church.

- E. Cooperation: Staff are to cooperate with those in authority.

The Atlantic District of the Wesleyan Church seeks co-operative behaviour and respect toward leaders and campers that allow meaningful relationships to be built.

- F. Promptness: Staff are to be on time for all scheduled activities including meals and staff meetings.
- G. Stewardship of Resources: Staff are expected to use facilities and resources in a manner that will not cause damage or excessive wear to buildings, property and equipment.

- H. Controlled Substances: Alcohol, tobacco, cannabis products, and non-prescription drugs are not allowed on the grounds. Staff are to refrain from the use of tobacco products, cannabis products, alcoholic beverages and non-prescribed drugs. Possession, use, or performance under the influence of these agents will result in immediate dismissal.
- I. Health: All staff must complete a camp medical form, report any illness/injury that may be of concern or impact performance of camp duties. The Camp leadership must be made aware of any prescription drugs that staff are taking and approve storage of the prescription drugs while on the property.
- J. Pornography: Staff are forbidden to have or use pornographic material of any type.
- K. Internet and Cell phone: Internet and cell phone use during a camp session is limited to senior staff or support staff deemed necessary for safety or functional reasons. Counselors, maintenance staff and junior staff are to turn in cell phones for the duration of the camp session. All staff who use the internet for personal use, do so as secondary to camp use. This use is limited to weekends and necessary communications through the week as agreed upon by the individual and the camp leadership. Internet is very limited and will shut down with multiple users at the same time.
- L. Movies: Staff are to refrain from watching movies during the week. Movies being watched on the closed weekends, where staff are on the island, are to be approved by the Director, Assistant Director, or Head Counselors.
- M. Sexual/Relational Conduct: Staff are to conduct themselves with utmost integrity towards others. They are to refrain from sexual joking or innuendos, and immoral behavior. Staff should avoid any circumstances that have the appearance of inappropriate physical intimacy and to avoid sexually explicit conversations.
- N. Dating: Staff are not to start or engage in dating relationships with other staff during the summer session of camp. Dating relationships with other staff becomes a major distraction and often results in not serving at a peak level of performance. Staff already dating prior to coming to Caton's are expected to make the Camp Director aware during the application process and not to behave as a dating couple while on the Island.

Under no circumstances are staff to make personal advances towards campers or engage in a personal relationship with a camper. This will result in immediate dismissal.

- O. Adult/Child Relationships: Staff are to observe the 2 to 1 policy with campers. Staff are not to be alone in private with campers. Keep physical touch appropriate and public.
- P. Appearance: A staff member or volunteer's appearance should not interfere with the ministry of the camp. Staff members are expected to keep themselves, and the campers in their charge, in a state reflecting excellent personal hygiene habits, upholding the good image and name of Caton's Island by looking professional and approachable.

Disregard for the above standards will result in discipline that is keeping with Caton's Island Staff Policy and Procedures Manual (2020).