

Pacific Northwest Conference of the United Church of Christ Safer Camp Policy, Edition 2019-12-16

Adopted by the Pacific Northwest Conference of the United Church of Christ Board of Directors on 12/16/2019

Creating Christian community

Overview

The mission of Outdoor Ministries in the Pacific Northwest Conference of the United Church of Christ (PNCUCC) is to offer a meaningful camp experience that extends to all ages and income levels, welcome both new and returning campers, and to nurture Christian faith formation, community, the stewardship of God's creation, and love for all God's people.

Outdoor Ministries in the PNCUCC strives to create sanctuary spaces that provide opportunities to:

- Learn about, share in, challenge, and celebrate the heritage of the Christian faith,
- Allow each participant to live out their faith within society in unity with other people, the environment, and God,
- Mutually co-create Christian community,
- Relate with a diversity of peoples who reflect a broad spectrum of cultures, races, ages, sexual orientations, genders, values, beliefs, and all other diversities that reflect the plurality of our common humanity,
- Live into the mission, vision, values, and purposes of the PNCUCC and all other settings of the United Church of Christ, and
- Affirm and accept all participants as children of God, providing a safe environment for community, self-expression and personal growth.

The PNCUCC strives to create welcoming spaces for all. Recognizing that no one can guarantee the absolute safety of others, the PNCUCC, as a Christian community, takes seriously its responsibility to provide a nurturing and safer environment for all.

This Safer Camp Policy shall be in force for all events for youth, children, and families of all kinds sponsored by the PNCUCC at its two camps, N-Sid-Sen and Pilgrim Firs. It shall be in force starting when the first participant or Authorized Camp Leader arrives on site until the last one leaves, and shall also be in force on camp-sponsored trips off-site that take place during a camp event. This policy outlines specific expectations of the Conference, Conference Minister, camp Managing Directors, Program/Event Director(s), and all Authorized Camp Leaders as we strive to accomplish our mission together.

Components of creating safer Christian community

The PNCUCC Outdoor Ministries programs shall:

- Foster self-esteem, positive self-image, and personal responsibility in all programs,
- Provide training opportunities and support for all Authorized Camp Leaders,
- Seek a diversity of leadership,
- Invite participants to request housing and use bathrooms and other spaces that correspond to their gender identity,
- Require registration, health, and media release forms from each participant,
- Permit the camp Program/Event Director(s) and the camp Managing Director to deny registration and/or immediately dismiss any participant's participation as a result of violating this policy, camp rules, and/or participation covenants, or for known personal and/or behavioral issues, current or historical, at their discretion. Behavioral issues from prior programs, camps, or events shall be documented by either the camp Program/Event Director(s) or the Managing Director and kept on file at the camps or Conference office.
- Maintain ratios of at least those stated below, which pertain to each cabin/lodge in addition to camp participants as a whole:
 - One Authorized Camp Leader per five children for grades K-5/ages 5-11,
 - One Authorized Camp Leader per six youth (grades 6-8/ages 11-14), and
 - One Authorized Camp Leader per seven youth (grades 9-12/ages 14-18), and
- Prohibit:
 - One-on-one interactions between two program participants (any combination of children, youth, and/or Authorized Camp Leaders) in a private setting (including in bathrooms),
 - Foul language,
 - Alcohol, tobacco, firearms, and weapons of any kind,
 - Inappropriate physical conduct (see Appendix A),
 - Bullying and harassment of any kind (see Appendix B), and
 - Sharing of personal information related to relationships, sexual activity, drug/alcohol use, addiction, and recovery with children and youth.

Regulated substances policy:

- Alcohol may be consumed by program participants under the following circumstances:
 - The person consuming alcohol must be age 21 or older,
 - The event at which alcohol is being consumed is not primarily a youth or children's camp,
 - Alcohol consumption takes place outside of time designated for event programming,
 - Alcohol is kept in a location away and secure from access to anyone younger than age 21, and said location is known and approved by the camp Managing Director, and
 - Any other parameters stated by the camp Managing Director and the Program/Event Director(s).

- Marijuana products of any kind may be consumed or used by program participants under the following circumstances:
 - Marijuana consumption or use may not occur in the state of Idaho except as prescribed (see following section),
 - The person consuming or using marijuana products must be age 21 or older,
 - The event at which marijuana is being consumed or used is not primarily a youth or children's camp,
 - Marijuana consumption or use takes place outside of time designated for event programming,
 - Marijuana products are kept in a location away and secure from access to anyone younger than age 21, and said location is known and approved by the camp Managing Director, and
 - Any other parameters stated by the camp Managing Director and the Program/Event Director(s).
- Medications (prescribed or over-the-counter) may be taken under the following circumstances:
 - Children and youth participants (or their parents) at camps designated for children and/or youth shall disclose all medications (prescribed or over-the-counter) to camp staff. Medications at these events shall be held by camp staff and distributed to children and/or youth participants as prescribed or necessary.
 - Prescription medication must be used as prescribed by a medical professional, and
 - Camp participants may not share prescription medication with other camp participants.

Social networking policy:

- On all social networking sites and platforms, including but not limited to Facebook, Instagram, Snapchat, instant messaging, etc., no Authorized Camp Leader shall send a friend request to any child or youth. If a child or youth sends a friend request to an Authorized Camp Leader, it is up to the discretion of the Authorized Camp Leader whether or not they accept the request.
- If a request is accepted between a child or youth and an Authorized Camp Leader, there shall not be any private chat groups or private messaging between the child or youth and the Authorized Camp Leader.
- Any one-on-one communication between children or youth and an Authorized Camp Leader shall be shared with another adult in relationship with the youth (such as another Authorized Camp Leader, a parent, or the youth's pastor or youth leader).
- Only the camp Managing Director may upload photos of children and/or youth to official Camp or Conference social media accounts, and shall ensure that all persons in the photos have signed a media release form for the event at which the photos were taken prior to posting. No other Authorized Camp Leaders may upload photos featuring children and/or youth to social media accounts.

Becoming an Authorized Camp Leader for PNCUCC Outdoor Ministries camps and events

Authorized Camp Leaders are those people called to serve in a leadership role at PNCUCC Outdoor Ministries camps for children and/or youth. Authorized Camp Leaders are role models, and the example they set shall at all times be consistent with the values of the United Church of Christ.

All Authorized Camp Leaders are eligible to serve at any event for youth, children, and families of all kinds sponsored by the PNCUCC at its two camps, N-Sid-Sen and Pilgrim Firs. Authorized Camp Leaders shall be chosen for a specific event by the Program/Event Director(s) in consultation with the camp Managing Director, who shall have veto power for individual Authorized Camp Leaders.

All Authorized Camp Leaders shall:

- Be active and engaged in the community life of a PNCUCC member congregation for at least six months prior to each Outdoor Ministries program for which they are an Authorized Camp Leader,
- Complete an Application for Authorized Camp Leaders (see Appendix C) every two years,
- Undergo a background check performed by the PNCUCC every two years,
- Affirm the core beliefs of the PNCUCC and the United Church of Christ as stated in their mission, vision, values, and purpose statements, respectively,
- View training videos approved by the PNCUCC and as directed by the camp Managing Director,
- Be at least 18 years of age and be at least five years older than the oldest youth they are supervising, and
- Serve at the behest of and be directly responsible to both the Program/Event Director(s) and the camp Managing Director, either of whom may choose to terminate a person's Authorized Camp Leader status immediately and dismiss them from the site for any reason.

All Authorized Camp Leaders-In-Training (LITs) shall have the same requirements as Authorized Camp Leaders except that they shall be at least 15 but not older than 18 years of age and shall not require a background check to serve. Leaders-In-Training shall have completed a training program approved by the camp Managing Director and received permission from both the camp Managing Director and the camp Program/Event Director(s) prior to serving. Leaders-In-Training shall be responsible to a mentor Authorized Camp Leader in addition to the camp Program/Event Director(s), and shall not be alone with children and/or youth. Leaders-In-Training shall not be used at camp events primarily designated for junior high and/or senior high participants.

One-time partial day or substitute volunteers shall be chosen for a specific event by the Program/Event Director(s) in consultation with the camp Managing Director, who shall have veto power. They shall complete as many of the above requirements as possible and shall not be alone with children and/or youth. They shall serve at the behest of and be directly responsible to both the Program/Event Director(s) and the camp Managing Director, either of whom may choose to terminate that person's volunteer status immediately and dismiss them from the site for any reason.

Policies specific to each camp

At N-Sid-Sen:

- Spirit Lodge, Syringa Lodge, and each cabin housing youth or children shall have at least two Authorized Camp Leaders. Leaders-In-Training shall not count towards this requirement.
- A child or youth may not be the sole occupant of a cabin.
- Authorized Camp Leaders shall not share rooms in Spirit Lodge or Syringa Lodge with children and/or youth.
- Authorized Camp Leaders shall not use the Shower House, while children and youth shall not use the shower facilities in Stillwater Lodge.
- Children and youth may not use the Crowe's Nest without prior permission from the camp Managing Director.

At Pilgrim Firs:

- South Lodge, Huckleberry House, and each cabin housing youth or children shall have at least two Authorized Camp Leaders. Leaders-In-Training shall not count towards this requirement.
- A child or youth may not be the sole occupant of a side of a cabin or a room of Huckleberry House.
- Authorized Camp Leaders shall not share rooms in South Lodge with children and/or youth.
- Children and youth may not use the Hospitality Suite without prior permission from the camp Managing Director.

Conduct that harms the Christian community

Overview

The PNCUCC is committed to prompt, professional, and measured responses to all circumstances that are harmful to anyone in our community and which may range from violations of the above policies and procedures to suspicions or allegations of abuse.

PNCUCC is committed to:

- Seriously consider the concerns of anyone who expresses an experience of harm;
- Undertake a fair investigation of policy violations;
- Protect the confidentiality of parties involved in an investigation while still obtaining help necessary to investigate and resolve the situation;
- Comply with legally mandated reporting procedures as required by law, and cooperate fully with public authorities; and
- Communicate with PNCUCC member congregations and conference staff within the bounds of individual rights to confidentiality and safety.

Reporting responsibility

All camp participants shall report, in any manner they are comfortable with (verbally or in writing), any concern to an Authorized Camp Leader who will then share such concerns with the camp Program/Event Director(s), camp Managing Director, and/or the Conference Minister to determine an appropriate response. The camp Managing Directors may supply an Incident Report and Response Form on request (see last page of this policy). Completed Incident Report and Response Forms shall be kept on file at the camp where the incident occurred or at the Conference office.

Reporting responsibility includes but is not limited to:

- Incidents of adult/child and child/child sexual activity,
- Dangerous behaviors,
- Any violation of the above stated policies,
- Harassment of any kind (see Appendix B),
- Bullying of any kind,
- Exploitation of a minor, and
- Circumstances which rise to the level of abuse requiring action by a mandatory reporter.

Responsibility of mandatory reporters

Regardless of the procedures outlined herein, each person who is considered a mandatory reporter under the statutes of the States of Washington and Idaho shall in good faith report when there is reason to believe abuse and neglect has occurred as described in Washington State Law (the Revised Code of Washington—RCW) 26.44.020 and Idaho State Law (Idaho Statutes) 16-16-1602, respectively. Incidents shall be reported to Child Protective Services (CPS).

The PNCUCC prefers that allegations requiring reporting first be reported to the camp Managing Director. If the allegation(s) involve the Managing Director, the allegation shall be reported to the Conference Minister, or to the Conference Moderator in the case of a conflict of interest. The camp Managing Director and the Conference Minister (or Conference Moderator as necessary) shall be considered mandatory reporters due to their supervisory roles and shall, without delay, make the initial report to police or child welfare authorities on behalf of the PNCUCC. The determination of any of these individuals that a reportable incident did not occur shall in no way prevent any other individual from reporting an allegation in good faith.

Nothing in this policy shall be considered a restraint of an individual's statutory obligation to report to authorities. Furthermore, no person shall be restrained from reporting an incident on the basis that they are not a mandatory reporter.

Other reportable abuse

While the States of Washington and Idaho have defined abuse for the purpose of child protection statutes and mandatory reporting in RCW 26.44.020 and Idaho Statute 16-16-1602, respectively, other kinds of abuse occur to which the PNCUCC shall respond. Such incidents may include but are not limited to:

- Adult/child and/or child/child sexual activity,
- Dangerous behaviors (hazing, truth or dare, drinking, etc.),
- Bullying of any kind between any person(s), and
- Exploitation of a minor physically, mentally, emotionally, or financially.

Other behaviors not necessarily involving children or youth, or which may not be considered strictly illegal, are subject to other disciplinary practices as may be set out in governing documents of the PNCUCC or of the United Church of Christ. Behaviors subject to other adjudication may include but are not limited to:

- Sexual harassment, whether among employees or Authorized Camp Leaders,
- Clergy professional boundary violations,
- Bullying of any kind between any person(s), and
- Sexual exploitation.

All such activity shall be reported by employees and Authorized Camp Leaders in the same manner as any violation listed in the previous section.

Responses to and consequences for policy violation

The PNCUCC will respond to any reports made to it, including but not limited to those listed above. The camp Managing Director and the Program/Event Director(s) have the authority to respond to reports as they see fit, and may consult the Conference Minister in determining their response. In the case of a conflict of interest or when the reported issue names the camp Managing Director or a Program/Event Director(s) as a party to the reported event, the Conference Minister shall determine an appropriate response.

Responses may include, but are not limited to:

- Dismissal from camp, immediately or at a specified time in the future, for a period of time determined by the camp Managing Director and the Program/Event Director(s)
- Loss of Authorized Camp Leader status for a period of at least one year, to be reinstated following a reapplication and interview with the Conference Minister and at least one camp Managing Director,
- Informing the pastor of the local church of any named party,
- Progressive discipline, and
- Termination of employment.

Notification of parents or guardians

A child or youth may be party to an incident either as an initiator or as a victim. Whether a child or youth is initiator or victim may not be clear in all circumstances, such as a child-on-child incident. A violation of policy does not necessarily create a victim. While notification of parents or guardians of such circumstances may be warranted, utmost care in communication is required.

Therefore, a person having knowledge of an incident which warrants communication to a parent/guardian shall advise the Program/Event Director(s) and/or the camp Managing Director,

who shall consult with the Conference Minister. While communicating with a parent/guardian, and being mindful of the importance of timely communication, care shall be given to assessing:

- The specific facts;
- Whether a disciplinary or termination process is required;
- Whether a child or youth should be dismissed from a program (which may require notification of other parents/guardians);
- Whether notification of the parents/guardians would put the child or youth at risk of greater harm;
- Whether mandatory reporting is a factor;
- Who shall and in what manner communicate with the parents/guardians;
- Whether the camp Managing Director, Program/Event Director(s), and/or the PNCUCC Conference Minister should be involved in the communication; and
- Tentative remedial steps to prevent a further incident.

Notification of parents/guardians shall not be delayed when immediate medical care is required.

Victim needs

In cases of reportable abuse, the policy of the PNCUCC is to be responsive to the needs of victims to the utmost ability allowed by its insurance contracts. In general, the PNCUCC shall attend to the immediate needs of victims by providing support and pastoral care.

An incident of alleged abuse that requires medical or psychological care for a victim or family shall be reported to the Insurance Board by the camp Managing Director or their designee. The camp Managing Director or their designee shall discuss with the Insurance Board claims department whether the circumstances warrant initiation of crisis management services which may include psychological counseling. Upon approval, counseling services may be offered to a perceived victim(s), which may include family members.

Responding to media

Media publicity following an incident of abuse or exploitation may be detrimental to the reputations of individuals and to the PNCUCC. Without intending ever to evade the media, contacts with media must be managed and conducted only by a person specifically designated by the PNCUCC to represent the PNCUCC. No other person(s) may speak on behalf of the PNCUCC. Unless designated differently by the Conference Board of Directors in a particular circumstance, the exclusive spokesperson for the Conference shall be the Conference Minister.

Prior to speaking to media, the Conference Minister shall contact and consult with the PNCUCC legal counsel to obtain an understanding of appropriate statements or admissions and issues of privacy that may apply to the situation.

The Conference Minister shall give immediate consideration to securing Insurance Board media relations and crisis management resources. Considering the speed of news cycles, a prompt determination is required, erring on the side of seeking help.

By following the above policy, the Pacific Northwest Conference of the United Church of Christ and its ministry participants commit to live into our responsibility to create and uphold a nurturing and safer environment for all, relying on God's grace.

Appendix A: Physical Interactions

Appropriate physical interactions are limited to the following:

- Side hugs
- Shoulder-to-shoulder hugs
- Pats on the shoulder or back
- Handshakes
- High-fives and hand slapping
- Verbal praise
- Pats on the head when culturally appropriate
- Touching hands, shoulders, and arms
- Arms around shoulders
- Holding hands (with young children in escorting situations)

While the above behaviors are generally deemed appropriate, any physical interaction is inappropriate if unwanted by any participant. Clear verbal consent must be freely granted prior to any physical interaction, unless someone's immediate safety is at risk.

Inappropriate physical interactions include, but is not limited to, the following:

- Any physical or verbal interaction in an isolated area when only one Authorized Camp Leader is present
- Full-frontal hugs
- Kisses
- Showing affection in an isolated area
- Lap sitting
- Wrestling
- Piggyback rides
- Tickling
- Roughhousing
- Allowing a child to cling to an adult's leg
- Any type of massage given by or to a child
- Any form of affection that is unwanted by any participant
- Compliments or comments relating to physique or body development
- Touching bottom, chest, or genital areas
- Any physical or verbal interaction in which consent is not freely granted by all parties involved prior to that interaction occurring

Some situational occurrences, particularly those initiated by children, such as full-frontal hugs or lap-sitting, may occur at the discretion of the Authorized Camp Leaders (s) and shall not occur in private.

Appendix B: Definition of Harassment

Harassment shall be defined as any behavior that is deemed degrading, insulting, dehumanizing, or otherwise inappropriate by any person who believes themselves to be the object or observer of such behavior. Harassment has the purpose or effect of interfering with an individual's performance or participation in camp/program activities or creating an intimidating, hostile, or offensive camp environment as determined by the object or observer of such behavior.

Harassment is commonly related, but not limited, to the following topics:

- Race,
- Ethnicity
- National origin
- Sexuality
- Sexual orientation
- Gender
- Gender expression
- Gender identity
- Age
- Religion or theological beliefs
- Philosophical beliefs
- Differing abilities
- Economic status

Harassment of any kind shall not be permissible and is grounds for a response and consequences as determined in accordance with this Safer Camp Policy as stated above. Such consequences may include, but are not limited to:

- Dismissal from camp, immediately or at a specified time in the future, for a period of time determined by the camp Managing Director and the Program/Event Director(s)
- Loss of Authorized Camp Leader status for a period of at least one year, to be reinstated following a reapplication and interview with the Conference Minister and at least one camp Managing Director,
- Informing the pastor of the local church of any named party,
- Progressive discipline, and
- Termination of employment.

Sexual harassment is specifically defined in Appendix C of this Policy.

Appendix C: Definition of Sexual Harassment

Sexual harassment shall be defined as singular or repeated, potentially coercive sexual advances toward another person contrary to that person's wishes. It includes behavior directed at another person's sexuality, sexual orientation, gender expression, gender identity, or any other aspect of their sexuality with the intent of intimidating, humiliating, or embarrassing the other person, subjecting the person to discrimination, or any nonconsensual behavior. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition or circumstance of instruction, employment, or participation in any camp activity;
- Submission to or rejection of such conduct by an individual is used as a basis for evaluation in making personnel or camp-related decisions affecting an individual; or
- Such conduct has the purpose or effect of interfering with an individual's performance or participation in camp/program activities or creating an intimidating, hostile, or offensive camp environment as determined by that individual.

Prohibited sexual harassment includes unsolicited and unwelcome contact that has sexual overtones, which may include, but is not limited to, the following:

- Written contact, such as sexually suggestive or obscene letters, notes, or invitations including through the use of social media through e-mail, texting, Tweeting or Facebook comments;
- Verbal contact, such as sexually suggestive or obscene comments, threats, slurs, epithets, jokes about gender-specific traits or sexual orientation, sexual propositions;
- Consistent refusal to use a person's chosen gender pronouns;
- Discussion of any sexual behavior or any sexual or romantic relationship between any parties;
- Physical contact, such as intentional touching, pinching, brushing against another's body, impeding or blocking movement, assault, coercing sexual intercourse; and
- Visual contact, such as leering or staring at another's body, gesturing, displaying sexually suggestive objects or pictures, cartoons, posters, or magazines.

Sexual harassment also includes continuing to express sexual interest after being informed directly that the interest is unwelcome and using sexual behavior to control, influence, or affect the career, salary, work, learning, or worship environment of another. It is not permissible to suggest, threaten, or imply that failure to accept a request for a date or sexual intimacy will affect a person's job prospects, camp leadership, or comfortable participation in the life of camp ministry. For example, it is forbidden either to imply or actually withhold support for an appointment to camp leadership, or change of assignment, to suggest that a poor evaluation will be given because a person has declined a personal proposition; or to hint that benefits, such as camp leadership positions or favorable performance evaluations will be forthcoming in exchange for sexual favors.

Appendix D: Application for Authorized Camp Leader status

See following page

Appendix E: Sample Behavioral Covenant for Junior and Senior High Youth Camps

See second to last page

Appendix F: Incident Report and Response Form

See last page

Application for Authorized Camp Leaders for
Outdoor Ministry Programs of the
Pacific Northwest Conference of the United Church of Christ

Name: _____
Last First Middle

Address: _____
Street City State Zip

Contact: _____
Primary phone Secondary phone Email address

I have been active and engaged in the community life of

_____ since _____
Name of PNCUCC member congregation Month, Year

References: One must be related to you and the other references must not be related to you.
One reference must be a called pastor at the PNCUCC member congregation listed above.

Reference 1: _____
Last First Middle

Address: _____
Street City State Zip

Contact: _____
Primary phone Secondary phone Email address

Reference 2: _____
Last First Middle

Address: _____
Street City State Zip

Contact: _____
Primary phone Secondary phone Email address

Reference 3: _____
Last First Middle

Address: _____
Street City State Zip

Contact: _____
Primary phone Secondary phone Email address

I have never been convicted of, nor pled guilty or no contest to, a crime. (Exclude convictions that have been sealed, expunged, or legally eradicated, misdemeanor convictions for which probation was completed, and the case was dismissed, or offenses about which inquiry is not permissible in this state.)

True _____ False _____

If not true, please briefly describe the nature of the crime(s), the date and place of conviction and the legal disposition of the case. The PNCUCC will not deny Authorized Camp Leader status to any applicant solely because the person has been convicted of a crime. The PNCUCC may, however, consider the nature, date, and circumstances of the offense, as well as whether the offense is relevant to the duties of the position applied for.

No civil lawsuit alleging actual or attempted sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; or financial misconduct has ever resulted in a judgment being entered against me, been settled out of court, or been dismissed because the statute of limitations has expired.

True _____ False _____

If not true, please give a short explanation of the lawsuit, indicating the date, nature, and place of the incident leading to the lawsuit, where the lawsuit was filed, and the precise disposition of the lawsuit.

I have never terminated my employment, professional credentials, or service in a volunteer position or had my employment, professional credentials, or authorization to hold a volunteer position terminated for reasons relating to allegations of actual or attempted sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; or financial misconduct.

True _____ False _____

If not true, please give a short explanation, indicating the date of termination; name, address, and telephone number of the employer or volunteer supervisor; and the nature of the incident(s) leading to your termination.

I have a current and valid drivers' license or state-issued ID Yes _____ No _____

Please provide the PNCUCC with a photocopy of your valid drivers' license or state-issued ID. Furthermore, if you will be driving a motor vehicle or boat for children or youth as part of an official PNCUCC camp program, please also provide a copy of your driver and vehicle insurance, and your boating license, if applicable.

With respect to my driving record, I have not had my license suspended or revoked due to reckless driving or driving while intoxicated and/or under the influence of a controlled substance.

True _____ False _____

If false, please provide a brief explanation.

There are no facts or circumstances involving me or my background that would call into question my being entrusted with the responsibilities of the position for which I am applying.

True _____ False _____

If false, please provide a brief explanation.

The PNCUCC expects and requires honesty, integrity, and truthfulness from all Authorized Camp Leaders. To that end, I attest that the information set forth in this application is true and complete. I understand that any misrepresentation or omission may be grounds for rejection of consideration for, or termination of, the position I am seeking to fill. I acknowledge that it is my duty in a timely fashion to amend the responses and information I have provided if I come to know that the response or information was incorrect when given or, though accurate when given, the response or information is no longer accurate.

An open exchange of relevant information between volunteers and the PNCUCC builds the foundation for a continuing and healthy relationship. To that end, I authorize the Pacific Northwest Conference of the United Church of Christ and/or its agents to make inquiries regarding my character and qualifications, including all statements I have set forth above. I also authorize all entities, persons, former employers, supervisors, courts, law enforcement, and other public agencies to respond to inquiries concerning me, to supply verification of the statements I have made, and to comment on and state opinions regarding my background, character, and qualifications. To encourage such persons and entities to speak openly and responsibly, I hereby release them from all liability arising from their responses, comments, and statements.

The process for becoming an Authorized Camp Leader for outdoor ministry programs of the PNCUCC involves the sharing of information regarding applicants with those persons in a position to recruit, secure, and supervise both the position I am seeking to fill and program I am seeking to participate in. To that end, I authorize the PNCUCC and its agents to circulate, distribute, and otherwise share information gathered in connection with this application to such persons for these purposes. I understand that PNCUCC will share with me information it has gathered about me, if I request it to do so.

If I am granted Authorized Camp Leader status with the PNCUCC I agree to comply with its published policies and rules, including but not limited to the PNCUCC Safer Camp Policy. If requested to do so, I will cooperate with any investigation of a possible violation of PNCUCC policies and rules by providing complete and truthful information in an oral and/or written statement.

I acknowledge my receipt and understanding of the PNCUCC Safer Camp Policy and will abide by its requirements.

Printed name _____

Signature _____ Date _____

If applicant is under age 18, a parent or legal guardian shall also print, sign, and date below.

Printed name _____

Signature _____ Date _____

For Conference and Camp Staff

Reference inquiries completed by _____ on _____
Name Date

A criminal background check was conducted on the candidate using the following sources:

- ____ National multi-state criminal records search
- ____ National sex offender registry search
- ____ Social security number trace and alias search
- ____ County criminal records search for every county where the applicant has lived or worked over the past ten years
- ____ Motor vehicle record
- ____ Other: _____

PNCUCC staff has reviewed this application, references, and results of background checks and hereby

- ____ Grants Authorized Camp Leader status to the applicant
for the two calendar years _____
- ____ Does not grant Authorized Camp Leader status to the applicant

Conditions: _____

Signatures of Conference and/or Camp Staff:

Signature _____	Date _____
Signature _____	Date _____
Signature _____	Date _____

This application shall remain as a permanent record in the Authorized Camp Leader file in the Conference office

Outdoor Ministry Programs of the
Pacific Northwest Conference of the United Church of Christ
Behavioral Covenant for Junior and Senior High Camps

As an active and willing participant in an Outdoor Ministry Program of the Pacific Northwest Conference of the United Church of Christ, I shall abide by the terms stated in this covenant:

- RESPECT PEOPLE: I will respect myself, all campers and program participants, and camp leaders, knowing that my behavior affects others within this Christian community.
- APPROPRIATE PLACE: I will stay in my cabin or assigned lodging at the designated times unless permission has been granted by an Authorized Camp Leader for me to be elsewhere.
- SLEEP: I will remain quietly in my own cabin or assigned lodging at the established bedtime and throughout the night.
- CLEAN AND SOBER: I understand that this is a tobacco, drug, and alcohol-free community. I will not smoke, take drugs, or consume alcohol during this event. I will give all medications to camp staff who will administer them to me as prescribed.
I UNDERSTAND THAT IF THIS RULE IS BROKEN, I WILL BE SENT HOME.
- NO WEAPONS: I understand that weapons of any kind are not permitted.
I UNDERSTAND THAT IF THIS RULE IS BROKEN, I WILL BE SENT HOME.
- RESPECT THINGS: I will respect possessions and property and will refrain from activities that could damage them.
- RESPONSIBILITY: I understand that I am financially responsible for any damage I cause.
- NO SEX: I will not engage in sexual activity during this event.
- SEEK HELP: If I feel I cannot adhere to this Covenant I will seek help from camp staff.
- DISMISSAL: I understand that if I do not abide by this Covenant my parents/guardians will be notified and I may be dismissed from camp and sent home at their expense and convenience.

_____ / / _____
Camper/event participant signature Printed name Date

_____ / / _____
Parent/guardian signature (if age 18 or younger) Printed name Date

Outdoor Ministry Programs of the
Pacific Northwest Conference of the United Church of Christ
Incident Report and Response Form

Thank you for your willingness to report an incident that occurred during an Outdoor Ministry Program of the Pacific Northwest Conference of the United Church of Christ. Please provide as much detail as you are comfortable sharing.

Location of incident: _____

Time and date of incident: _____

Brief description of incident:

Contact information of any involved party for further follow-up:

Camp or Conference staff responsible for responding: _____

Brief description of response:

Completed form will be kept at the camp where the incident occurred or at the Conference office