



OCAsional news

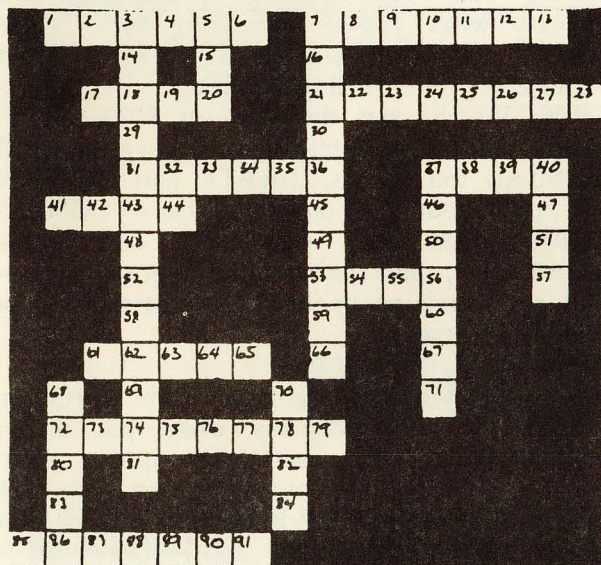
VOLUME 1

JANUARY 1988

EDITOR: CATHERINE ROSS

ANYONE IN THE POSITION OF COUNSELLING THE YOUNG SHOULD TAKE SPECIAL CARE NOT TO PUT DOWN THE HEADY ASPIRATIONS OF YOUTH. -- Royal Bank Letter.

FROM THE PRESIDENT



ACROSS

- 1, 7 Director of Camp Wahanowin
 17 This man Bert runs a ___ day camp
 21 Bruno ___ became an Honourary Life Member in 1987
 31 Our Immediate Past President is Associate Director here
 37 ___! This is hard work!
 41 Located in Rosseau, this camp is run by Jesuit Fathers
 53 ___ Bernard Camp
 61 Former OCA President, recent grandfather ___ L.

- 72 Boy Scout Camp located in Maberly
 85 Sr. Started this camp, Jr. now directs it (in Rosseau too!)

DOWN

- 3 Rosemary Gauvin directs here
 5 ___ Mitchell, Director of Camp Horizon
 7 OCA Boys Camp located in Quebec
 32 Hur ___ tario
 37 Peter Bloom directs this three-camp operation
 40 Dominion Small ___ s, Commercial Member
 68 John ___, Past President
 70 Catherine ___, our terrific Editor

68 2 37 73 81 7 41 25
 88 39 12 3 34 22 75 80
 16 61 47 17 90 46 55 79 91 82

JANE McCUTCHEON,
 President.

EDITORIAL

Hopefully in 1988, some of my wildest fantasies will become reality. In one such dream, I witness a driver dumping the entire contents of his (or her) ashtray onto a parking lot. Before he drives off, I quickly step up, tap gently on the driver's window, and when he rolls it down, I dump a handful of his butts onto his lap smiling sweetly and saying, "Excuse me, sir, I believe you dropped something."

Visitors to our island camp occasionally comment on our litter free property. I explain that we achieve this very simply - if there is the least bit of litter we don't distribute tuck, the logic being that candy wrappers will compound the problem. A gentle reminder of this each tuck day (three times a week) usually does the trick. About once a summer, we resort to an all camp clean up for staff, campers and myself before forming the tuck line.

The other culprit is the corners off envelopes as campers excitedly tear open their letters. I have considered holding back the mail, but that is probably a federal offence with a greater fine than littering parking lots with cigarette butts!

CATHERINE ROSS,
Editor.

CAMP STAFF RECRUITING and SELECTION

Summary

Staff recruiting and selection is a life-time study. This nut-shell summary of key issues is condensed from presentations made in Ontario and Alberta at two Leadership Development Workshops sponsored by the Presbyterian Church in Canada. A 10-page set of workshop handouts is available on request from the OCA office.

The authors: Frank and Shirley Ford.

Frank Ford is an Anglican Clergyman, and is a teaching master at a large Community College. He has extensive experience as a management consultant and has managed recruiting and training operations for industrial and service organizations.

Shirley Ford is Programme Director, Camping and Outdoor Ministries, for the

Board of Congregational Life of the Presbyterian Church in Canada. Shirley's professional camping background stretches across Canada and the United States with special camping populations of all ages.

Quality and Excellence in Camping. Any organization that supports a camp programme is most visible in its camping operation. This visible part of your organization (church or secular) must be a model of quality and excellence.

Volunteers. The rewards and perquisites you give your staff motivate their growth and performance, and set the stage for long-term staff retention. Rewards comprise praise, and encouragement, the knowledge of a job well done. Money is not a Key reward. In staff recruiting, selection (and management) treat volunteer staff and paid staff exactly alike. You expect excellence from all staff. You always get what you expect and demand.

Before you even think of recruiting, know exactly what you're recruiting for. Check your written statements of CAMP PURPOSE, PHILOSOPHY, GOALS, OBJECTIVES, and detailed ACTION STEPS. Make absolutely certain you have a CAMP MANUAL that is ACCURATE and CURRENT for this year. You must have POSITION GUIDES that are ACCURATE and include MEASURES, and correctly reflect the work and relationships needed to accomplish your camp objectives.

Your Camp Image evolves from everything you do -- what you say when you answer the telephone, was the letter folded neatly in the envelope -- every action you take either planned or spontaneous. Your camp image builds acceptance and excitement for your staff. Be strict and fair, but is your camp fun to work at?

Staff Retention. There may be some very rare cases in which you really need to start over again with new staff. Generally, your best sources of candidates will be your returning staff. They need to be interviewed and reviewed, too.

Know what you need, in writing. When do you need them? How much can you pay them (if at all)? What do you need them to do?

Advertise your needs. Our handout materials suggest over 50 strategies. Be truthful and honest. Absolute truth is a must. Review lists of former staff and senior campers.

For: The Provincial Newsletters, Fall 1987.

The Physical Activity Responsibility Centre (PARC) of the Canadian Camping Association has been a busy place all summer as numerous projects were begun. The PARC mandate: is to provide an active leadership role, through the Canadian Camping Association, in increasing the quality and quantity of physical activity in Canadian camps, hence encouraging a healthy lifestyle. In order to address this mandate, it was necessary to first assess the current status of physical activities in camps across the country, and secondly to determine the needs perceived by camp leaders in this regard. During the summer I was able to visit a variety of camps in Ontario, Manitoba and Alberta to observe and talk to camp staff about existing physical activity programs. Many camp leaders also provided valuable feedback on draft copies of the national survey which was finally mailed out to camp directors in August. The survey returns have exceeded all expectations with well over 200 (or 35%) returned to date. I would like to thank all of you for your prompt and thoughtful response. If by chance you were away and missed the deadline it is still not too late to send it in. All C.C.A. members will receive a summary of the survey results early in the new year.

Many camp leaders have echoed the concerns of Ken Willis (Canadian Camping Magazine, Summer 1987, p. 10) about the direction the physical activity emphasis will take. I appreciate the concerns related to some of the negative by-products of competitive sport and recognize that programs of this nature are not in line with the philosophy of many Canadian camps. Others have expressed a need for program ideas for special populations, particularly physically disabled youth. Be assured that these, and other concerns, will be addressed by the P.A.R.C. Advisory Committee.

The Advisory Committee is made up of representatives from each region and from the various types of camps (i.e., private, agency, religious, day, special needs). The first meeting was held at the end of October at which time the results of the survey were discussed and both short and long-term plans were made regarding future P.A.R.C. initiatives. In the first half of 1988 we will begin a series of "how-to" pamphlets with a "fun with fitness" theme and practical ideas for camp leaders. A

ORS '88

Team up in Toronto

Ontario Recreation Society
Annual Conference
Participate In Partnerships
February 17 - 19, 1988
Hilton Harbour Castle



Program

How to team up for the future. Featuring sessions on Partnerships; Facility Management; Human Resource Development; and Future Roles for Recreation.

Social

Lots of opportunities to team up with friends and colleagues. You won't want to miss The Big Chill Beach Party extravaganza at Harbourfront on Thursday evening.

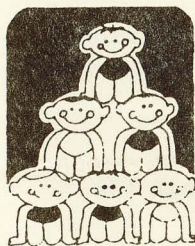
Who

ORS '88 Team up in Toronto is a unique professional development opportunity for recreation practitioners in municipalities, agencies, institutions, education, provincial government and private organizations.

Hotel rates: \$90 single or double.

For information on registration fees and other details contact:

ONTARIO RECREATION SOCIETY (416) 495-4101



ATTENTION COACHES!
(Camp Directors)

JOIN OUR TEAM!
(1988 Counsellor
Conference Committee)

AS TALENT SCOUTS!
(Camp Directors)

TO FIND PLAYERS! (Session Leaders)

FROM YOUR TEAM! (Camp Staff)

FOR TEAM K.I.D.S.! (Counsellor
Conference)

The 1988 Counsellor Conference Committee welcomes names of your staff as potential session leaders.

Contact the O.C.A. office or watch for us at the Director's Conference.

Your application form must be Concise, Courteous, and Complete. It is a two-way street, conveying your professionalism and your camp philosophy and its details to the candidate, and allowing candidates to tell you about themselves.

Reference checks are a must. Here again, our handout material outlines over 40 techniques and areas to check.

The Interview is a process, and is an acquired social skill. The interview is also a two-way street. Your interview team communicates your camp image and the full reality of your expectations. Candidates earn a chance to open themselves to you. Make a firm commitment re your next contact with each applicant. Keep your promise. Our handouts list over 80 hints and check points.

No Rejects! No applicants fail. Some have applied for the wrong job. Redirect them. Some applicants have applied at the wrong time. Hold them for next year.

Your written contract with each successful applicant Clarifies, Confirms and Commits (each to other). Consider these phrases: "By signing this agreement, I acknowledge that I have read, and have received copy #xx of the Camp Manual. I agree to be bound by" AND "We agree to provide training and support to this staff person as outlined in the Camp Manual." You and the candidate sign.

Prepare your ground for recruiting and selection right now. Your current camp atmosphere, your staff training and support, your encouraging staff management with on-going evaluation and follow-up throughout the year yields returning staff next year.

Curriculum for Camp Directors Section 5, Unit 2 Recruiting, Interviewing & Selecting Staff.



ASSOCIATION OF AQUATIC PERSONNEL OF ONTARIO

Established in 1973 to support a close communication and cohesiveness among aquatic personnel, A.A.P.O. presents a strong unified voice as the representative of Aquatics in Ontario and provides continuing education and certification opportunities for those engaged in aquatic and recreational activities and programs.

Other of the stated goals is to be a catalyst for positive changes in aquatics and recreation in Ontario. With a membership base that represents all aquatic sectors in the province, A.A.P.O. actively seeks new memberships from all aquatic areas in order to stimulate quality of operation and programming and to actively participate in legislation affecting aquatics.

OLDER ADULT CENTRES' ASSOCIATION OF ONTARIO

The purpose of the O.A.C.A.O. is to foster and promote the operation of Senior and Older Adult Multi-Service Centres in Ontario, in order to affect positively the quality of life of Older Adults.

The O.A.C.A.O. is an Association of Centres, Organizations and individuals involved in working with Older Adults, coming together to unify their efforts towards the development of comprehensive programs and services.

The Association was first organized in 1973 as the Senior Citizens Centres' Association of Ontario and grew out of the common concerns of those working in Seniors' Centres. In 1982 the Association was incorporated under the name of the Older Adult Centres' Association of Ontario.

In 1987 the O.A.C.A.O. hired their first Executive Director and established offices at the Ontario Sports Centre in North York, Ontario.

PARKS AND RECREATION FEDERATION OF ONTARIO



1220 Sheppard Avenue East, North York, Ontario M2K 2X1
Telephone (416) 495-4088



BETWEEN THE COVERS

Reading Nature's Clues - A Guide to the Wild

Doug Sadler

"Almost everyone loves to "get away from it all" and enjoy the beauty of nature. But too often our appreciation consists purely of seeing rather than of understanding. We have lost the ability to decipher the many clues that surround us: clues as to the history of a particular environment; clues to the animals who inhabit it, and to how they live; clues to the effect man has had on the landscape. With this book, award-winning naturalist Doug Sadler opens up this world of understanding for all of us. As Sadler says in his preface, "this book is for all those who like to enjoy the outdoors, rather than dominate it or have it rush past them; those willing to take their time to observe it, understand it, feel empathy with it." "

Reading Nature's Clues, Broadview Press, 248 p., 16 p. of colour plates, 150 b + w illustrations, 1987.

Cost: \$19.95 (members) \$23.95 (non-members)

Books listed in "Between the Covers" are available from the Canadian Camping Association Bookstore.

Orders that are \$20.00 or less must be prepaid with \$2.00 added for shipping. Contact the C.C.A. office by mail or phone:

Canadian Camping Association
1806 Avenue Road, Suite 2
Toronto, Ontario, M5M 3Z1
(416) 781-4717.

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Look for the C.C.A. Book Display at the Annual Conference for Directors & Senior Staff. All of our new publications for '88 will be there!

"WHAT'S HAPPENING!"

4



ONTARIO
CAMPING
ASSOCIATION

PRESENTS

1988 DIRECTORS' & SENIOR STAFF
ANNUAL CONFERENCE

FEATURING:

OVER 50 WORKSHOPS
LEADERSHIP TRAINING
SITE MANAGEMENT
PROGRAM IDEAS

ALSO:

FULL DAY EXHIBIT HALL &
DEMONSTRATIONS

JANUARY 28-30, 1988 AT THE INN ON THE PARK
TORONTO

ONTARIO CAMPING ASSOCIATION SUITE 2, 1806 AVENUE ROAD, TORONTO, ONT. M5M 3Z1 781-0121



ANNUAL GENERAL MEETING

Thursday, January 28, 1988
Inn on the Park
1100 Eglinton Avenue E., Toronto
7:00 P.M.

All members are invited and encouraged to join us at the 1988 Annual Meeting held this year during the Annual Conference for Directors and Senior Staff. The meeting will include a presentation of reports on the activities of the Association, the induction of the new Board of Directors, the draw for the O.C.A. lottery and a presentation on the O.C.A. Operational Review.

Following the business meeting Martin Hunt will speak and make a presentation entitled "On Being an O.C.A. Member OR What I Did For My Summer Holidays." Last summer Martin toured the Province interviewing people at non-member camps for the Operational Review. The current Operational Review is an important time for the Association. It is most appropriate, therefore, that this year's Annual Meeting provide a focus on this process.

Please join us for this event and the following reception.

poster promoting physical activity in camps will also be available in time for the 1988 summer camp season. I will communicate with the provinces regularly through the provincial newsletters and the Canadian Camping Magazine as resources and ideas are developed to assist you, the camp leader, in developing a variety of quality physical activities within your camp. Look for new physical activity resources in the 1988 Publications Catalogue of the Canadian Camping Association, available in January!

The Advisory Committee and I would welcome your ideas and thoughts on current initiatives. Feel free to contact your regional representative (Lorene Bodiam, Etobicoke Parks & Recreation, Etobicoke City Hall, 399 The West Mall, Etobicoke, Ontario, M9C 2Y2 (416) 394-8000 or Wendel White, R.R. 1, Tweed, Ontario, K0K 3J0 (613) 473-2877) or me at the Canadian Camping Association office.

Aniko Varpalotai
P.A.R.C. Coordinator
Canadian Camping Association.

'INSURANCE UPDATE'

During a game of football, one councillor hits another councillor. The parent sues the camp for damages to the councillor's neck and face. What would you do? Call your liability insurer?

Your standard liability policy will not respond to this claim, due to the fact that two insureds on the policy hurt each other, and, therefore, they are unable to claim against each other.

A claim like this would go to workmen's compensation. It is important that you have workmen's compensation coverage and that all of your staff is properly listed.

A special accident policy has been designed at a cost of \$1.00 per week, per councillor, to provide coverage for dental, medical bills, and life insurance if necessary. It is available to all members of the O.C.A.

J.D. Smith,
Commercial Member.

HELP WANTED

ASSISTANT CAMP DIRECTOR (FULL-TIME)

As a major Children's Mental Health Centre we are seeking an experienced camp person to oversee the operation at our residential camp/outdoor education centre.

Please submit resumes quoting Ref. #OCA-86 to:-

Mr. Jim McHardy, P.O. Box 730, Minden, Ont., K0M 2K0.

* * * * *

Summer Camp Director
Camp Big Canoe
United Church of Canada

For the job description and additional information, please contact before Feb. 15/88.

Dr. Ron Beveridge
Chairperson, Big Canoe Board
8 King Arthur Court
Markham, Ontario
L3P 3V4
(416) 294-1202 - evenings.

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SPARROW LAKE CAMP
United Church of Canada
Summer Camp Director
Site Supervisor
Food Services/Operations Supervisor

For the Job Description and additional information, please contact before Feb. 15th, 1988.

Mr. K. Grant Kerr
Toronto Conference Office, Room 404
85 St. Clair Avenue East
Toronto, Ontario, M4T 1L8
(416) 967-1880

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CAMP CAVE SPRINGS, INC.
The United Church Outdoor Ministries
Hamilton Conference
A Director & Assistant Director
Camp Cooks

SUBMIT ALL APPLICATIONS and resumes and references by February 15, 1988 to:

Mrs. Madeleine Hoxie,
71 Sovereign Drive, St. Catharines, Ont.
L2T 1Z6
(416) 684-5320.