



## Volunteer Sign-Up Sheet (Please complete all information)

**When:** August 7-9, 2009

**Where:** Tallulah Falls, Georgia at Camp Chattooga, adjacent to Athens Y Camp (80 miles north of Atlanta)

**Deadline to sign up: May 15, 2009**

### Volunteer Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Gender: \_\_\_\_\_ E-mail: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Do you have CPR Certification? (circle one) Yes No

Do you have any special training or certifications? Yes No

Please list: \_\_\_\_\_

Is this your first time volunteering at Camp Cocoon? Yes No

If No, how many times will this be that you have volunteered at Camp Cocoon? \_\_\_\_\_

Are you an employee of UHS-Pruitt? Yes No If yes, where?: \_\_\_\_\_

T-Shirt Size (circle one): Adult: Sm Med Lg XL 2X 3X

Please choose from the list below the area & age group you would prefer to volunteer:

(We will do our best to match your request, but we will have to fill positions/age groups where needed)

**Crafts      Clean Up      Sewing      Activities      House Parent      Floater**

**Camp Nurse (must be licensed in the state of Georgia and have current CPR) Other \_\_\_\_\_**

**Age Groups:      5-7      8-10      11-14      15-17**

First Preference: \_\_\_\_\_ Age Group: \_\_\_\_\_

Second Preference: \_\_\_\_\_ Age Group: \_\_\_\_\_

How did you hear about Camp Cocoon?  Brochure  United Hospice Staff  Radio  Newspaper article  
 Word of mouth  School  Funeral Home  Other: \_\_\_\_\_

The United Hospice Foundation has my permission to:

Yes  No Use any photos taken of myself at Camp Cocoon for brochures, slide shows, etc.

I have read and understand the contents of this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For more information log on to [www.unitedhospicefoundation.org](http://www.unitedhospicefoundation.org) or call (678) 533-6462 or (800) 956-5354. Mail or fax completed form to: United Hospice Foundation – 1626 Jeurgens Court, Norcross, GA 30093 – Fax: 678-533-6463

## **Camp Cocoon Volunteer Responsibilities & Job Descriptions**

The United Hospice Foundation is looking for some great people to help us staff Camp Cocoon 2009 to be held August 7, 8 and 9. We have job openings of all types and the compensation packages are excellent (no money, buttons of gratitude and the warmth of spirit of knowing that you have made a difference in the life of a child in need).

Camp Cocoon Job Descriptions and Responsibilities are as follows:

### **BEREAVEMENT PROFESSIONALS (3+):**

- We are looking for at least three people who have experience with bereavement and children and who will assist us with training other volunteers prior to Camp and then have no other assigned duties than to be available as needed.
- Should never be ALONE with campers.

### **HOUSEPARENTS (25 Female, 20 Male):**

- Will have ability and interest in working with children of the age group they sign up for.
- Will have knowledge of children and camp settings.
- Will be individuals familiar with children's age-appropriate behavior and knowledge of bereavement associated with different ages.
- Will attend mandatory training class held prior to camp for each house parent.
- Are expected to attend all activities with the children that they are assigned to; activity time is not nap time for house parents.
- Responsibilities are 24/7 while camp is in session.
- Need energy and stamina for the age of the children.
- Need to understand when to ask for help.
- Need to be creative in dealing with expected homesickness and sadness.
- Need to be ON TIME for orientation and explanation of scheduling the day camp starts.
- Will be given written information on individual children and on bereavement in children and must agree to read the information prior to arriving at Camp.
- Will be offered support at camp as requested.
- Will be supported by bereavement professionals for extraordinary circumstances at camp.
- Will be given schedule and information about individual children prior to camp.
- Will have full understanding of the activities that are available to campers.
- Should NEVER be alone with a camper.

### **BEREAVEMENT ACTIVITIES VOLUNTEERS (10+):**

- Will need to be on time for orientation and stay for entire weekend of camp.
- Will need to read information about activities to assist children.
- Will need to be able to talk with children appropriately about activity as it relates to bereavement and children's individual stories.
- Will need to have some understanding of bereavement and children.
- Will need to agree to be present for all activity times at camp as scheduled.
- Need to agree to stay for clean up since they do not have assigned children all weekend and don't have cabin clean up.
- Need to have understanding, energy and investment for their specific activities.
- Will be in charge of leading the teaching of the craft (not left to the house parents).
- Will be on time and present for all of orientation.
- Will read the bereavement information provided.
- Should never be ALONE with campers.

### **FLOATERS (15+ Female, 15+ Male):**

- Help House parents move campers from place to place.
- Assigned to a cabin.
- Provide relief for house parents when they need a break.
- Take campers to nurse.
- Should never be ALONE with campers.

### **LUGGAGE HANDLER/ERRAND RUNNER/MESS HALL DETAIL (4):**

- Four people who agree to assist with arrival and departure and then to assist in other delivery or special needs issues—such as running errands, seeing that cabins have water, etc.....
- Help set and clear tables at meals.
- Should never be ALONE with campers.

**All volunteers need to read the training information sent to them prior to arriving at Camp.**