



TWO SENTINELS GIRL SCOUT CAMP

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Dear Two Sentinels Staff,

It's time for Two Sentinels 2022! We hope you're excited to join us for a great summer session.

Although you are confirmed as staff for 2022, we are still placing staff in units and positions. We try to honor your top session choice and one of your top job choices as much as possible. As we work on placing staff, if we find we need to move you to another session or put you in a unit you didn't request, we will contact you directly. The best way to ensure your preferred placement is honored is to complete all necessary paperwork, training, and fees by the deadlines listed below.

Training

Date	What	Who
April	Backpack Training TS Style	Backpacking staff new to TS backpacking Date TBD
April	Virtual Firefly, Trekker, Superpacker Prep Meetings	Staff assigned to these units for 2022 Date TBD
May 1	Virtual New Staff Orientation	Staff volunteers who have never been to TS
June 10-12	Weekend Training	MANDATORY FOR ALL STAFF Butano Girl Scout Camp Email us if you have a conflict

Camp Staffing Schedule

Date	What	Who
July 1-3	Work Party	All interested volunteers More info later!
July 8	Session I staff arrive	Session I staff + their kids, Fireflies
July 10	Session I campers arrive	Campers
July 17	Session I ends	Staff leave at 3pm
July 18	Session II staff arrive	Session II staff + their kids, Fireflies
July 20	Session II campers arrive	Campers
July 27	Session II ends	Staff leave at 3pm
July 28	Session III staff arrive	Session III staff + their kids, Fireflies
July 30	Session III campers arrive	Campers
August 6	Session III ends	Staff leave at 3pm
August 6-7	Closing Work Party	All interested volunteers More info later!

Checklist

- ❑ Make sure that your tag and camper children are also registered for camp. Schedule your doctor appointments for your physical/health forms.
 - ❑ Due to COVID-19, it may take longer than normal to get your health form signed by your physician so contact them NOW. If an in-person appointment isn't an option for you, see if your doctor will do a telehealth visit and have you send an electronic version of your health form then print, sign, and mail it back to you.
- ❑ NEW STAFF: We'll contact you about the necessary paperwork and clearances required by Girl Scouts and the American Camp Association. You may have completed some of this already if you are a Girl Scout leader or already cleared as a volunteer.
 - ❑ May 1, 2022: Virtual New Staff Orientation to answer questions and meet our new volunteers. If you have been staff at Two Sentinels before, or gone through OSB training, you do not need to attend but you are welcome to if you want!
- ❑ May 15, 2022: ALL HEALTH FORMS DUE. [Submit forms in Ultracamp](#) (easiest way!) or mail them. You must have a physical within 12 months of camp and a doctor's signature on your form.
 - ❑ Any allergy or dietary requirements must be noted on your form. We are not a nut-free facility. This info is critical to our menu planning and purchasing. You cannot bring your own food to camp. If you have questions or concerns, please contact us immediately.
- ❑ May 15, 2022: ALL FEES DUE.
- ❑ BACKPACKING STAFF:
 - ❑ April Two Sentinels Backpacking Training Weekend, Date TBD: If you signed up to lead backpacking and are new to backpacking the Two Sentinels way, plan on attending our introduction to backpacking (returning staff are also welcome). More info to follow.
 - ❑ April Virtual Firefly, Trekker, Superpacker Prep Meeting, Date TBD: If you requested to be Fireflies, Superpackers, or Trekkers staff, plan on attending this virtual meeting. We will contact you in advance of this meeting about your placement so you know whether you need to attend or not.
- ❑ June 4-6, 2022 Mandatory Staff Training: We'll send more details about training weekend in May. We hope to hold it in person but will monitor the situation and switch to virtual if need be. This training AND the 2 days before campers arrive on-site are MANDATORY (yes, even for returning staff) training requirements to comply with state law, Girl Scouts, and ACA guidelines. If you have unavoidable conflicts with either, [email us](#) immediately. Inability to attend this training may affect our ability to accept you as staff or to place you with campers.

Certifications and Training

Although most of these training and certification courses are optional, any training you receive is very helpful to camp:

- Lifeguarding: We must have a lifeguard in every unit.
- Wilderness First Aid: Backpacking units also require a Wilderness First Aider.
- CPR: Part of LG and WFA training by default.
- Food Safety: Required for all cooks and Dining Deck.
- Archery: If we select you for an Archery job, you must have a current certification.

There are courses offered for these certifications through different reputable organizations with varying cost (see Fee Reimbursement below for what we cover). We also provide some courses for our staff. We are still working out when and how we can provide our own certification classes. We'll provide information on our own classes and others as it becomes available.

Fee Reimbursement

To help maintain the finest trained volunteer staff, we reimburse ½ of training fees that you incur for certification that directly benefits Two Sentinels after you complete volunteering for a full session (10 days). For California Food Manager's and Food Handler's Certifications, we reimburse 100%.

NOTE: We only reimburse half the cost of reasonably priced courses from accepted organizations. Most courses cost a maximum of \$150. If you take a WFA course that costs \$500, we won't be able to reimburse half of that. All courses must be taught by ACA and Girl Scout accepted organizations. Double check with [Wombat](#) to see if a course you're interested in is reimbursable or if you aren't sure if you need to take a certification course.

Need additional forms? [Check out our website!](#)

Paid Full-Time Positions

We have three full-time paid positions available at camp again this year: Site Director, Waterfront Director, and Maintenance. Please [contact us](#) if you or someone you know is interested. These are usually great jobs for college students who love coming to camp.

Final Note

We are as popular with campers as we are with staff. Any staff volunteer that cannot complete the staffing commitment will have their children removed from their units and placed in the queue for that unit at the time the cancellation occurs. This may result in campers being placed on a waitlist if one exists. We understand that things can come up and emergencies happen, but the registration process must be fair for all campers. It is important to us that the integrity of offering early registration is upheld. We hope that you understand and know that we strongly value the commitment that every single one of you is making to Two Sentinels.

We are so excited to have you join us this summer. It is a return to our home away from home for many of us, and a first trip to the home you didn't know you had for the new staff. If you have any questions, please [contact us](#)!

Here's to a great summer of fun and memories!

Two Sentinels Directors