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**2024 VOLUNTEER
OPPORTUNITIES HANDBOOK**

Applicants to Camp Goodtimes:

Camp Goodtimes provides children and youth affected by cancer and their families with an unforgettable summer camp experience in a medically supervised, safe, and supportive environment. We've been friendship-building and memory-making in British Columbia since 1985 and work with nearly 500 campers each summer through our kids, family, and youth camps.

We are proud to host Camp Goodtimes at two facilities throughout the summer. The first five weeks take place at the UBC Malcolm Knapp Research Forest's stunning Loon Lake Retreat Centre near Maple Ridge, BC and our last two weeks of programming take place at Camp Pringle on the shores of Shawnigan Lake on Vancouver Island.

We believe that time spent at camp allows kids to just be kids, away from their diagnosis. We are proud to provide programming that gives joy, confidence, support and hope for children with cancer and their families.

Canadian Cancer Society's mission

The Canadian Cancer Society is a national, community-based organization of volunteers whose mission is the eradication of cancer and the enhancement of the quality of life of people living with cancer.

In addition to following the Canadian Cancer Society's program standards, we are proud to work within the guidelines of the following organizations:



The Camp Goodtimes Team

Our staff and volunteer team is comprised of individuals who...

- Are positive role models and leaders for campers.
- Are self-motivated and demonstrate positive values.
- Are excited to work in an environment that is focused on helping children build connections and realize their full potential.
- Demonstrate enthusiasm for working in a team and are willing to support where needed.
- Are flexible and comfortable working in a demanding environment (24 hours a day, six days a week, living in close quarters with many other people)



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Volunteer requirements

To ensure the safety of our participants, volunteers must meet the following requirements:

- All volunteers must be at least 19 years of age.
- Volunteers must have their primary series (initial vaccine and booster) of the COVID-19 vaccines as well as a booster within 12 months of their camp start date. Please contact campvolunteer@cancer.ca with any questions or exceptions you may have for this.
- Volunteers must provide evidence of up-to-date children's immunization (MMR, etc)
- Volunteers must obtain a Police Background Check with Vulnerable Sector Verification.
- Standard First Aid/CPR C certification is required for caregiver roles at camp.

Required availability

First-time volunteers must be available to participate in the group interview process on one of the following dates:

- Tuesday, April 2 / 6-8:30pm
- Wednesday, April 17/ 6-8:30pm
- Thursday, April 18 / 6-8:30pm

(Alternative options will be available for volunteers outside of the Lower Mainland)

- All volunteers must be available for the annual Volunteer Training Weekend at Loon Lake in Maple Ridge which runs **June 8-9, 2024**
- Volunteers must remain on site for the duration of accepted sessions.



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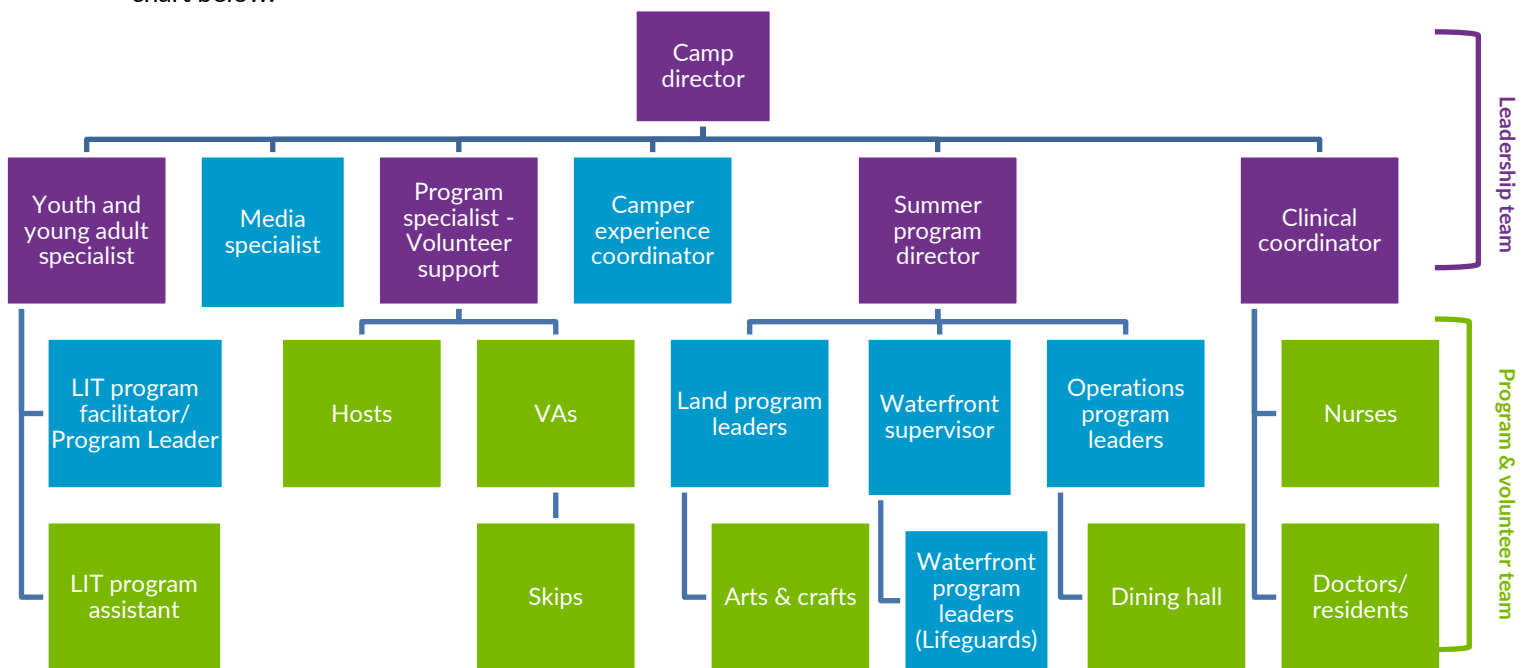
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Camp Goodtimes roles

The summer team at Camp Goodtimes is comprised of a variety of different positions who all help make amazing experiences happen for our participants. Positions are displayed in the organizational chart below.



■ Available staff positions. Please check the [staff opportunities handbook for these opportunities](#).

■ Available volunteer positions.

Most of our summer team is volunteer based. Detailed descriptions of available volunteer positions are outlined over the next few pages. If you're not sure which type of role is best for you, let us know and we'll work with you to find a position where you'll thrive!



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Family Camp volunteer opportunities:

Our family camps are a welcome break from reality for many of our families, all of whom have experienced having a child with a cancer diagnosis. Camp is an opportunity to connect as a family, and with other families experiencing a similar journey. The magic of family camp is in our commitment to ensuring the program fits the needs of every family. There are activities for our oldest campers and our youngest, from rappelling our rockface for adventurous caregivers, to music, reading and play for the little ones, and everything in between.

Family Camp: when and where

At Loon Lake, in Maple Ridge

- Tuesday, July 2 – Friday, July 5.....Family Camp 1
- Sunday, July 14– Saturday, July 20.....Family Camps 2 and 3

At Camp Pringle, on Shawnigan Lake, Vancouver Island

- Saturday, August 17–Friday, August 23.....Family Camps 4 and 5

Host role

Each family at our Family Camps is assigned a host who acts as a guide for their time at camp, ensuring that they have the best time possible. In this role you will build relationships with the entire family and supervise and engage with children and youth when their caregivers are participating in separate activities or enjoying some rest and relaxation.

About you: You are flexible. Creating a magical camp experience is different for every family. It may mean playing with an energetic 8-year-old for hours, watching a baby sleep while their caregivers take a nap too, patiently helping a shy 14-year-old come out of their shell, hiking with the whole family, or giving them lots of space to bond as a family. You are comfortable working with people of all ages and



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enjoy getting to know people. You are a great communicator and happy initiating conversations with families about how you can help.

Dining Hall role

The dining hall volunteer team consists of three to four volunteers who support mealtimes by serving tea, coffee, and desserts to families, clearing tables, helping with dishes, and creating a warm and welcoming dining experience by greeting families with smiles and high fives!

While the role is high paced and demanding during mealtimes, dining hall volunteers love to make the most of their down time by participating and assisting in program areas, engaging with families, or enjoying the peace and beauty of our site. At camp we have a wonderful kitchen team who prepare our meals, this is not the role of dining hall volunteers.

About you: You are excited to work hard to create the best possible experience for our families and are prepared for some physical work. As the role involves some elements of serving, you may have experience working in customer service. You do not need to have previous experience with children and youth, but you must be excited to be part of the camp magic!

Arts and Crafts role

Arts, crafts and creating are a huge part of camp life! Each session a team of two arts and crafts volunteers work closely with the Program Director to facilitate pre-planned arts and crafts activities and encourage participants to tap into their own creativity. In addition to facilitating these activities, you are responsible for maintaining all craft spaces at camp, ensuring they are clean, organized and well stocked. When not engaged in all things crafty, arts and crafts volunteers also participate in camp life at large, supporting programs and engaging with cabin groups at mealtimes, etc.

About you: You are comfortable instructing a group of 10 to 20 participants and are excited to help children and youth to connect with others and express themselves through their projects. This role is great for volunteers who want to gain more experience working with children and youth or get to know the Camp Goodtimes program before taking on a caregiver role (Skip or Host).



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Kids Camp volunteer opportunities:

Kids camp is open to children aged 7 to 15 who have had a cancer diagnosis, have a sibling with a cancer diagnosis, or who have lost a sibling to cancer. For our campers, camp is a warm, caring and safe place to try new things, grow independence and meet peers who have had similar experiences. Campers have opportunities to learn through action-packed days of arts and crafts, water activities and special programs.

Kids Camp: when and where

At Loon Lake, Maple Ridge.

- Sunday, July 7 – Friday, July 12.....Kids Camp 1
- Monday, July 22 – Saturday, July 27.....Kids Camp 2
- Monday, July 29 – Saturday, August 3.....Kids Camp 3

Skip role

Our skips are our cabin leaders. Skips lead a group of campers through their camp experience along with the help of two to three co-Skips, and the close support of the Camp Goodtimes staff and leadership team. As a skip you are responsible for the safety and well-being of your campers at camp. Skips sleep in the cabin and accompany, supervise and engage with campers throughout the day. This includes programmed time such as taking your campers canoeing or swimming, joining them for high ropes and art activities, and helping them with daily life, such as morning and nighttime routines, dressing appropriately for weather and activities, eating at meals, managing relationships within camper groups and setting behaviour expectations. Campers sometimes refer to their skips as their camp parents! While being a skip is one of the most immersive (and tiring!) roles at camp, skips love the relationships they are able to build with their campers and enjoy working closely with their co-skips.



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About you: Skips can be quiet, shy, outgoing or loud, but above all, they should be enthusiastic about creating a safe, fun, inclusive and supportive environment for campers. You can communicate with your co-Skips about the needs of your campers and yourself as well as communicate with the leadership team in response to any significant camper events. Previous experience working with children and youth aged 7 to 15 is an asset. Breaks and support are provided for skips throughout the week, however this is a 24/7 role. You should be prepared to put your campers needs first while at camp.

Volunteer Assistant role

Volunteer assistants (VAs) are part of a team of two to four experienced volunteers who work closely with the camper experience team to support the volunteer force at camp. VAs offer support, coaching and feedback to Skips. They spend time with cabin groups, helping to set up routines, behavioural expectations and role modeling best practices in the camp community. As a fresh face in the cabins, VAs are able to inject new energy as needed. VAs act as a communication link within camp, ensuring that the wants and needs of campers are met either by themselves, program leaders or the leadership team.

About you: You have experience being a skip at Camp Goodtimes. You may have worked with children and youth in similar capacities such as teaching, ECE or as a behaviour specialist, and have a good understanding of positive and inclusive behaviour management techniques. You are a great communicator. You are a kid and camp expert and are excited to share your passion with the entire camp community! **This role is available to returning volunteers only.**

Dining Hall role

The dining hall volunteer team consists of three to four volunteers who support mealtimes by setting up and taking down the dining hall, clearing tables, helping with dishes and creating a warm and welcoming dining experience for our campers by greeting them with smiles and high fives! At Camp we have a wonderful kitchen staff team who prepare our meals. This is not the responsibility of the dining hall volunteer.

While the role is high energy and demanding during mealtimes, dining hall volunteers love to make the most of their down time by participating and assisting in program areas, engaging with campers or enjoying the peace and beauty of our site.

About you: You are excited to work hard to create the best possible experience for our campers and are prepared for some physical work. You do not need to have previous experience with children and youth, but you must be excited to be part of the camp magic!

Arts and Crafts role

Arts, crafts and creating are a huge part of camp life! Each session a team of two arts and crafts volunteers work closely with the Program Director to facilitate pre-planned arts and crafts activities. In addition to facilitating these activities, you are responsible for maintaining all craft spaces at camp, ensuring they are clean, organized and well stocked. When not engaged in all things crafty, arts and crafts volunteers also participate in camp life at large, supporting programs and engaging with cabin groups at mealtimes, etc.

About you: You are comfortable instructing a group of 10 to 20 participants and are excited to help children and youth to connect with others and express themselves through their projects. This role is



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great for volunteers who want to gain more experience working with children and youth or get to know the Camp Goodtimes program before taking on a caregiver role (Skip or Host).

Teen and youth program volunteer opportunities:

Teen Camp skip role

Our Teen Camp program is for youth ages 15 to 18 who have had a cancer diagnosis. While Teen Camp maintains all the typical camp activities, it reflects the age and needs of our teens with a more relaxed and self-directed approach. Youth are able to choose which activities they want to try and are more able to move at their own pace. The focus of the camp is self-discovery, confidence building and creating relationships with youth experiencing a similar journey.

At Camp Pringle, on Shawnigan Lake, Vancouver Island

- Saturday, August 10 – Thursday, August 15

About the role: Campers will be divided into cabins, with each cabin being led by a team of at least two cabin leaders or skips. Skips are responsible for the physical and emotional safety of their campers while at camp. They create a healthy cabin environment that supports positive behaviour and attitudes and support program leaders by actively engaging participants and assisting with program duties.

About you: You have experience working with teens and young adults and are comfortable setting appropriate boundaries with participants. You have great communication skills and are comfortable communicating with your co-skip about participants' needs and reaching out to the leadership team when larger issues arise. Teen Camp skips love supporting and championing our campers, watching them develop into strong young adults and being part of creating of an amazing supportive community!

Volunteers for this role must be at least 25 years old at the start of the camp session.



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LIT assistant role

The Leaders in Training (LIT) program runs alongside both Family Camp and Kids Camp and provides an opportunity for youth to foster and grow their leadership skills both for in-camp and real-life application. During the LIT program, participants learn about their own personal leadership styles, how to lead and work in a team setting, and develop their communication, problem-solving and conflict resolution skills.

The LIT program is divided into two courses. The Discovery Program is for campers who have not yet completed a year of LIT (regardless of age). Campers spend most of their time at camp with peers learning about what it means to lead both a group and them through various interactive sessions. After completing the Discovery Program, campers become eligible for the Venture Program which combines these skill-building sessions with opportunities to practice their leadership skills by working in younger camper cabins or program shadowing volunteer roles.

At Loon Lake, Maple Ridge:

- Sunday, July 7 - Friday, July 12LIT Venture 1 (during Kids Camp 1)
- Monday, July 22 - Saturday, July 27.....LIT Discovery 1 (during Kids Camp 2)
- Monday, July 29 - Saturday, August 3LIT Venture 2 (during Kids Camp 3)

About the role: The LIT (Leaders in Training) assistants support the implementation of the leadership program run by the youth and leadership coordinator. This means supporting youth through the program as participants develop their communication skills, trust and respect building skills, presentation skills and general leadership skills. The role also entails supervising participants during down time and ensuring the physical and emotional safety of campers on site.

About you: You have previous experience at Camp Goodtimes and previous experience working with adolescents or young adults. You are passionate about supporting campers as they learn, grow and discover at camp.

This role is available to returning volunteers only. Volunteers must be at least 25 years old at the start of the camp session.



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Camp Facilities:

Loon Lake Lodge & Retreat Centre, Maple Ridge

The following programs are held at the beautiful [Loon Lake Lodge & Retreat Centre](#) in the Malcolm Knapp Research Forest, in Maple Ridge, BC.

- Tuesday, July 2 – Friday, July 5.....Family Camp 1
- Sunday, July 7 – Friday, July 12.....Kids Camp 1
- Sunday, July 14– Saturday, July 20.....Family Camps 2 and 3
- Monday, July 22 – Saturday, July 27.....Kids Camp 2
- Monday, July 29 – Saturday, August 3.....Kids Camp 3



Loon Lake is a private lake nestled among protected research forest and accommodations are modern and comfortable. Volunteer accommodations will vary depending on role. At Family Camp, expect to share a room with between one and five other volunteers with a shared bathroom on the same floor as your room. At Kids Camp, those in a Nook role will share a room with between one and 3 other Nooks, with a shared bathroom either ensuite or on the same floor as your room. As a Skip, you will stay in the same cabin as your campers, either in one large room all together, or sharing a room with your co-skip on the same floor as your campers. Bathrooms are shared and located on the same floor as your cabin.

Meals are eaten all together in the beautiful dining hall, and afternoon and evening snacks are delivered to program areas throughout the day. The dining hall is always open for grabbing a piece of fruit on the go, and coffee and tea is available for volunteers. The Loon Lake kitchen team work hard to ensure delicious healthy food that meets any dietary requirement is served daily.

Trained medical staff are present at camp throughout all sessions and activities, and the “Med Shed” is located centrally in camp for medication storage and medical care.

Camp is set on a hill and activity areas are spread throughout camp connected by gravel pathways, so sturdy footwear is a must! If you or one of your campers have mobility concerns that would impact their ability to participate fully in camp programs, we are able to offer golf carts to be driven only by staff and volunteers based on need.

Camp Goodtimes offers bus transportation to and from Vancouver each session. There is also parking available if you wish to drive your own vehicle.



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Camp Pringle, Shawnigan Lake, Vancouver Island



The following programs are held at the wonderful [Camp Pringle](#) on Shawnigan Lake, Vancouver Island:

- Saturday, August 10 – Thursday, August 15.....Teen Camp
- Saturday, August 17–Friday, August 23.....Family Camps 4 and 5



[Camp Pringle](#) is a set on the shores of Shawnigan Lake and contains a fantastic sandy beachfront and contained swimming area. Volunteer accommodations at Camp Pringle are traditional and rustic—small standalone wooden cabins with no electricity. Washroom facilities are in a separate building a short walk away from the row of cabins. At Teen Camp, Skips will sleep in a cabin with their campers. At Family Camp, Hosts and Nooks will share a cabin with between 3-7 other volunteers, while families stay in nearby lodge style accommodation.

Camp Pringle’s Dining Hall is centrally located within camp and is where all meals are served. Breakfast, lunch and dinner are eaten in the dining hall and afternoon and evening snacks are delivered to program areas. Our kitchen team works hard to ensure delicious healthy food that meets any dietary requirement is served daily.

Trained medical staff are present at camp throughout all sessions and activities, and the “Med Shed” is located centrally in camp for medication storage and medical care.

Camp Pringle’s activity areas are spread throughout their site which is relatively flat and grassy. Should a camp participant or volunteer require mobility assistance to fully participate in programming, a golf cart to be driven only by staff or volunteers can be made available based on need.

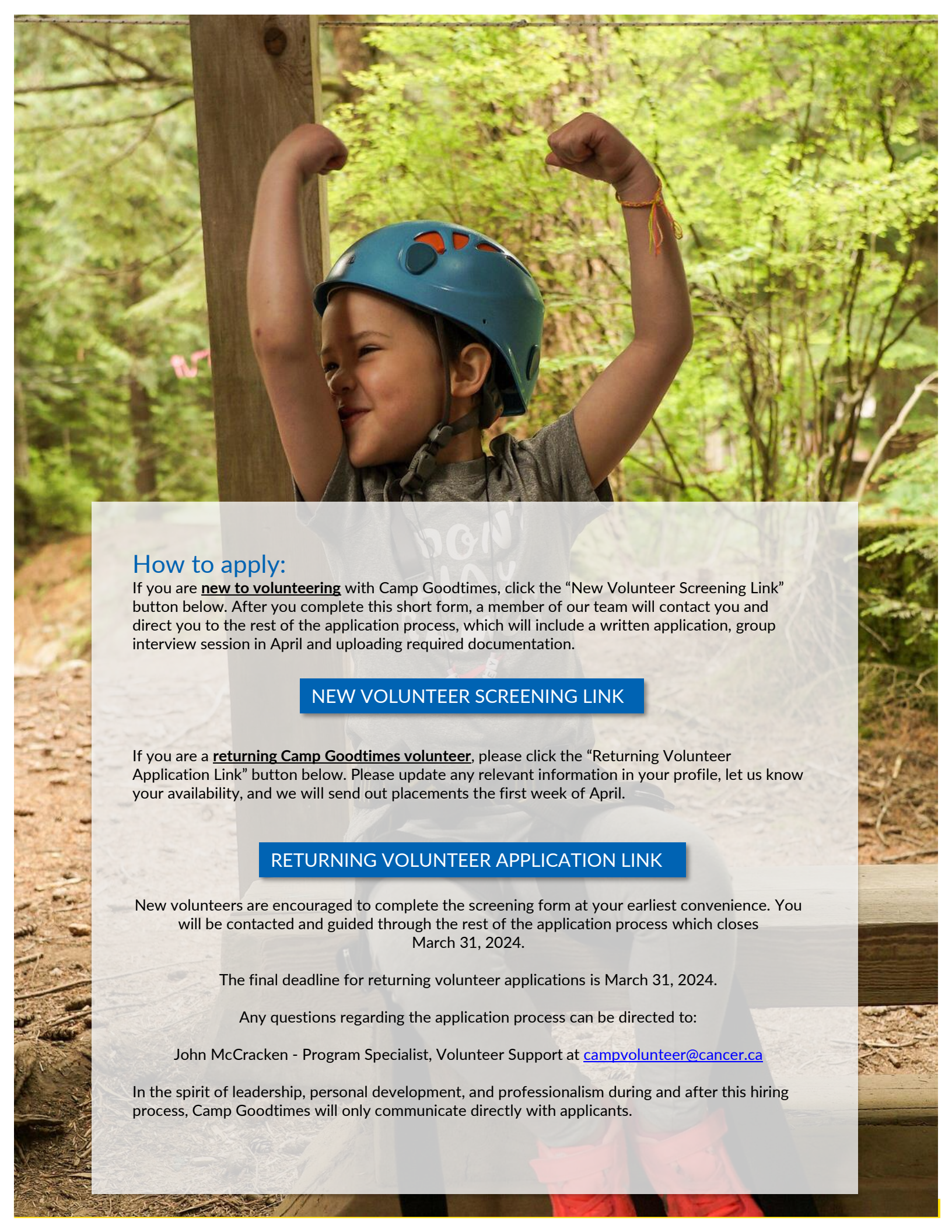
Camp Goodtimes offers transportation to Camp Pringle. For Family Camp, a bus will meet you at the Swartz Bay Ferry Terminal on Vancouver Island to drive to camp and return at the end of the week. For Teen Camp, volunteers are welcome to ride the bus with campers from West Vancouver, which will board the ferry and continue to camp. There is parking available at camp if you wish to drive your own vehicle, however you are responsible for your own travel costs.



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How to apply:

If you are **new to volunteering** with Camp Goodtimes, click the “New Volunteer Screening Link” button below. After you complete this short form, a member of our team will contact you and direct you to the rest of the application process, which will include a written application, group interview session in April and uploading required documentation.

[NEW VOLUNTEER SCREENING LINK](#)

If you are a **returning Camp Goodtimes volunteer**, please click the “Returning Volunteer Application Link” button below. Please update any relevant information in your profile, let us know your availability, and we will send out placements the first week of April.

[RETURNING VOLUNTEER APPLICATION LINK](#)

New volunteers are encouraged to complete the screening form at your earliest convenience. You will be contacted and guided through the rest of the application process which closes March 31, 2024.

The final deadline for returning volunteer applications is March 31, 2024.

Any questions regarding the application process can be directed to:

John McCracken - Program Specialist, Volunteer Support at campvolunteer@cancer.ca

In the spirit of leadership, personal development, and professionalism during and after this hiring process, Camp Goodtimes will only communicate directly with applicants.