



Girl Scouts®

Girl Scouts Heart of the Hudson, Inc.

COMMUNITY CAMPING

Please submit this information 30 days prior to community camping event.

Name of Community Camping On-Site Coordinator** _____

Address/City/Zip: _____

E-mail address: _____

Phone: day _____ eve _____ mobile _____

The Community Camping On-site Coordinator is responsible for the following:

- Provide required paperwork to council and camp ranger.
- Verify that the adults have the necessary training for the camping event and activities.
- Oversee check in and check out of troops.
- Ensure campers and adults follow council and Safety-Wise guidelines
- Ensure safe and proper use of property and equipment.

The coordinator must have a meeting with the camping troop leaders to review general rules and overall plans prior to arrival at camp.

Training requirements: Overnight Outdoor Training or equivalent (see descriptions in Answer Book)
Community Camping Coordinator Training**

**Community Camping On-Site Coordinators need to register for training.

Required paperwork to be submitted to council: Copies of all certifications
Participant lists with emergency contacts

Required paperwork to be submitted to Ranger: Participant lists by troop
Camp Assignments/Arrival & Departure

Detailed duties during camping:

- Must be present at Community Camping from the time troops arrive until the last troop leaves.
- Ensure adults are present to meet girl-adult ratios and that activities requiring certified adult supervision (i.e. swimming) are operated in accordance with the council's camping procedures.
- Walk around camp during the weekend and visit units and program sites.
- Inspect all camp facilities utilized before troops leave to ensure check out procedures have been followed.
- Ensure all fires have been extinguished.

