



7050 Camp Dogwood Drive
PO Box 39, Sherrills Ford, NC 28673
800-662-7401, www.nclf.org
Sponsored by North Carolina Lions Foundation, Inc.
Sandy Lazenby
Camp Dogwood Director

January 2010

Hello Lions,

This summer Camp Dogwood will be able to serve up to 88 campers per week and will need 6 volunteers each week.

The 2010 summer camping season will be beginning soon, and we are asking for your help at camp. Volunteering for a week with us can be one of the most rewarding experiences of your summer. We need volunteers to help our campers. You can make a difference in the lives of the blind and visually impaired across the state. We hope you will join us for another great summer at Camp Dogwood. There is no charge for this wonderful opportunity to serve and have fun at the same time.

Please take time to read the enclosed information, look over the schedule and fill out the information form. Subject to the procedures of the North Carolina Lions Foundation all volunteers are subject to routine criminal background inquiries and post-accident and random drug testing. Once your form has been approved and your week has been assigned, I will email or mail you a confirmation for that week.

If I can answer any questions/concerns please call me at 800-662-7401 ext. 229 or email me at sandy@nclf.org. You may also visit our website at www.nclionscampdogwood.com.

We hope to see you at Camp Dogwood this summer.

Thank you,

A handwritten signature in black ink that reads "Sandy Lazenby". The signature is written in a cursive, flowing style.

Sandy Lazenby
Camp Dogwood Director

11/09
Enclosures

2010 Volunteer packet

CAMP DOGWOOD SUMMER VOLUNTEERS

QUALIFICATIONS:

1. A Lion in good standing of a North Carolina Lions Club.
2. An immediate family member, at least eighteen (18) years old, of a Lion in good standing of a North Carolina Lions Club and attending with that Lion.
3. A former counselor.
4. All others must submit 3 letters of recommendation from Lions in good standing of a North Carolina Lions Club.
5. Persons will not be allowed to serve as volunteers and campers during the same camp season.

ATTRIBUTES OF A GOOD VOLUNTEER:

1. Volunteers should have strong personal moral standards.
2. Volunteers should have concern for others and be comfortable around people who are different, including the mildly retarded. They should enjoy reaching out to assist those with varying degrees of disability other than visual impairment.
3. Volunteers should feel comfortable having close association with people regardless of their race, social and economic status, and educational backgrounds.
4. It is necessary that volunteers be in relatively good health and physical condition.
5. All volunteers are under the direction of the Camp Director and must be team-oriented individuals willing to accept a variety of assignments and duties.
6. Each volunteer must appreciate and support the mission of Camp Dogwood as a recreation facility for the blind and visually impaired citizens of North Carolina and their immediate families, and the goal of the Camp to provide a memorable vacation experience for the campers.
7. The first interest of every volunteer is the camper. The camp exists and operates for the camper.
8. No alcoholic beverages or illegal drugs may be in a volunteer's possession or consumed by a volunteer while on camp premises. Any volunteer found in violation of this regulation will be dismissed.
9. Smoking Policy: Camp Dogwood is a non-smoking facility. Smoking is only allowed in designated areas. Designated areas will be marked indicating that smoking is allowed.
10. The lodge kitchen is "off limits" to everyone.
11. Fraternalizing between volunteers and campers is prohibited. Any volunteer found in violation of this regulation will be dismissed.
12. The North Carolina Lions Foundation has adopted a policy of post accident and random drug testing for all volunteers. Subject to the procedures of the North Carolina Lions Foundation, routine criminal background inquiries are completed on all volunteers.
13. The camp reserves the right to use any and all pictures taken of volunteers during the performance of their duties as camp volunteers without compensation.
14. Volunteers agree to abide by the policies and procedures of Camp Dogwood and the North Carolina Lions Foundation.

**NORTH CAROLINA LIONS FOUNDATION
2010 CAMP DOGWOOD SUMMER SCHEDULE**

The 2010 Camp Dogwood Summer Schedule has 9 weeks available for adult campers and 1 week available for youth campers ages 8 – 17. We will need 6 volunteers for each session.

SESSION DATE

1 JUNE 6 – JUNE 12

2 JUNE 13 – JUNE 19

3 JUNE 20 – JUNE 26

4 JUNE 27 – JULY 3

5 JULY 4 – JULY 10

6 JULY 11 - JULY 17 is Youth Week – campers are 8 yrs-17 yrs old

7 JULY 18 – JULY 24

8 JULY 25 – JULY 31

9 AUGUST 1 – AUGUST 7

10 AUGUST 8 – AUGUST 14

**NORTH CAROLINA LIONS FOUNDATION
CAMP DOGWOOD
VOLUNTEER APPLICATION**

| | | | | | |
|---|---|--------------------|--------------|--|---------|
| Name | | | | Lion: Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| Address | | City | | State | Zip |
| Birthday | / | / | Phone: Day | | Evening |
| Email address: | | | | | |
| How often do you check your email? <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Other | | | | | |
| Club | | | District | | |
| If not a Lion: spouse's/family member's Name: | | | | | |
| Club | | | District | | |
| Have you ever been convicted of any crime including sex-related or child-abuse related offenses? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain details in full, including dates, details of offense(s) charged, jurisdiction and disposition of case. Use separate sheet of paper if necessary. | | | | | |
| Do you plan to drive the camp vehicles? Yes <input type="checkbox"/> No <input type="checkbox"/> | | | | | |
| If yes, Driving license number | | | | State | |
| It is now necessary for us to obtain a motor vehicle report on all camp vehicle drivers. | | | | | |
| T-shirt size: <input type="checkbox"/> small, <input type="checkbox"/> medium, <input type="checkbox"/> large, <input type="checkbox"/> XL, <input type="checkbox"/> 2XL, <input type="checkbox"/> 3XL | | | | | |
| In case of an emergency please contact: | | | | | |
| Name | | | Relationship | | |
| Address | | | | | |
| City | | State | | Zip | |
| Phone: Day | | | Evening | | |
| Please list any medical conditions that would be helpful in case of an emergency: | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Please list other volunteer services you have provided such as Red Cross, Youth Groups, Etc. | | | | | |
| Organizations | | Services performed | | Dates | |
| | | | | | |
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As a volunteer you will be asked to help with the following duties

Guiding visually impaired campers
 Assist at mealtimes by serving trays or helping at a table.
 Assist campers prior to breakfast. (Lodge 7:00 am)
 Drive golf cart
 Assist campers in Crafts
 Assist campers bowling
 Assist campers with fishing

Serve as second staff on boats
 Assist campers with shopping
 Monitor Lodge during free time
 Assist camper with writing cards, etc.
 Monitor Lodge in evening. (8:00 p.m. to 11:00p.m.)
 Assist campers on Nature Trail
 Operate camp snack bar

As with any undertaking in today's world, VOLUNTEER understands that he/she could become the subject of civil or criminal legal proceedings as a result of the volunteer activities in which he/she engages. Camp Dogwood and the North Carolina Lions Foundation, Inc. specifically prohibits actions on the part of its volunteers that could become the subject of such legal action whether such actions are clearly illegal or are merely misinterpreted. Volunteer understands that if such legal action occurs Camp Dogwood and the North Carolina Lions Foundation, Inc. will not provide any legal representation or financial assistance to VOLUNTEER with respect to legal costs or fees incurred in defense of such legal actions.

All volunteers are subject to routine criminal background inquiries and post accident and random drug testing.

I would like to volunteer for: Session _____ Date: _____

Signature _____ Date: _____

Office use only

Application number _____ Date received _____

Reviewed by: _____ Recommended
 Camp Director _____ Yes No
 Date _____

Executive Director _____ Yes No
 Date _____

Approved by Executive Committee: _____ Approved
 NCLF President _____ Yes No
 Date _____

**PRE-EMPLOYMENT AND CONTINUED EMPLOYMENT/ VOLUNTEER DISCLOSURE
FAIR CREDIT REPORTING ACT
AUTHORIZATION AND RELEASE**

I understand that in connection with my application for Employment, Volunteer Services, and /or for Continuous Employment, and /or Volunteer Services the North Carolina Lions Foundation, Inc./Camp Dogwood, IntelliCorp, their agents, assigns or any other authorized third parties (collectively, the "Investigators") may be performing, requesting, obtaining or conducting a background check on me. This background check may include an inquiry into my Employment History, Education, General Character or Reputation, Work Experience, Volunteer Experience, Driving, and/or Criminal History. However, unless my position involves handling money or having access to monies and /or other transferable monetary instruments, my Credit History will not be checked.

I understand that the North Carolina Lions Foundation, Inc./Camp Dogwood may rely on any part or all of this Information in determining whether to extend an offer of Employment/ Volunteers' duties to me. I further understand that if any adverse action is taken by the North Carolina Lions Foundation, Inc./Camp Dogwood, or if the North Carolina Lions Foundation, Inc./Camp Dogwood chooses not to extend an offer of Employment/Volunteer duties to me based upon the Information, that I will be provided a copy of such Information along with a summary of my rights under the Fair Credit Reporting Act.

I understand that the background check, which may be performed by Investigators, is being performed as part of the process to evaluate me prior to Employment/Volunteer assignments, and is not conducted for any purpose other than in connection with my Application for Employment, Volunteer status and/or my eligibility for Continued Employment/ Volunteer Duties.

I have read this Pre-Employment and Continued Employment/Volunteer Disclosure and by signing below, hereby authorize Investigators to conduct a background check as described herein in conjunction with my application for employment/ volunteer duties. I hereby release any and all Investigators, including the North Carolina Lions Foundation, Inc./Camp Dogwood, from any and all liability related to the procurement or disclosure of any information provided by me or obtained about me in connection with my Application with Employer/Organization. I further direct and authorize Investigators to conduct the background check and further authorize any third parties who may be the custodians of or in possession of the requested Information, to disclose such Information to Investigators in connection with this background check.

Although furnishing your Social Security Number is not optional, it shall be used for NO other purpose than to make the process for conducting a background search more accurate. It shall not be sold, or in any way transferred to a third party except for the express purpose of conducting the background check.

Applicant Signature _____ **Date** _____

Printed First, Middle & Last Name (no initials) _____ **Social Security Number** _____

Date of Birth _____ **Driver license # & State issuing** _____ **Former Last Names (if applicable)** _____

Current Address:

Street Address _____ **City** _____ **State** _____ **Zip** _____

Former Address:

Street Address _____ **City** _____ **State** _____ **Zip** _____