



## 2016 Oklahomans Without Limits (OWL) OKC Counselor Application

**Application Final Deadline:**

**April 29, 2016**

**OKC Camp Dates:**

**Monday, July 18 – Friday, July 22, 2016**

**\*SPACE IS LIMITED\***

If it's summer, it means it's OWL Camp time! Back for its seventeenth year, The Oklahoma City OWL Camp is a free, week-long overnight camp for kiddos with vision impairments between the ages of 8-14! **The position to which you are applying is absolutely integral to making camp the best experience for our amazing campers! It's our goal to make camp safe and fun for ALL participants and it simply cannot happen without committed and fabulous Counselors!** Counselors are specifically selected individuals who are **at least 18 years old**, and have applied and interviewed with the NewView Oklahoma Program Manager. Counselors provide support for their groups to make camp safe and fun for all participants. Our Counselors have a high level of responsibility—which is **why in addition to completing this application, we ask that you submit an updated resume and include the contact information for two references (no family members).** Applications submitted late and/or without a resume or references WILL NOT BE CONSIDERED.

### **Want to become an OKC Counselor?! This is how:**

- Meet the age requirement. **The minimum age to be a Counselor is 18.**
- Submit a **completed** Counselor application...**BY FRIDAY, APRIL 29, 2016.**
- Submit an updated, one-page resume **AND** two references (no family members) with application.
- Read **AND** sign the contract detailing camp policies and procedures.
- Attach a **copy of your current medical insurance card** to the application.
- Consent to a criminal background check if you are 18 years old or older.
- Interview with NewView Oklahoma Program Manager (**dress appropriately!**)
- Attend the **mandatory** OWL Camp Blindness and Sensitivity training (**date of training will be announced closer to camp**).
- Must be able to commit to attending the entire duration of camp—**full attendance AND participation is EXPECTED, as Counselors are essential for our campers to have an amazing camp experience!**

Please type or print LEGIBLY using blue or black ink.

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

Street Address \_\_\_\_\_

Mailing Address (*only if different from above*) \_\_\_\_\_

\_\_\_\_\_

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

Gender \_\_\_\_\_ Age \_\_\_\_\_ DOB \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

How do you prefer to be contacted? Phone Email Both

What school do you attend? \_\_\_\_\_

What grade or year are you in school? \_\_\_\_\_

How did you find out about OWL Camp? \_\_\_\_\_

\_\_\_\_\_

### T-Shirt Size:

Adult T-Shirt Small ☐ Medium ☐ Large ☐ X-Large ☐

### Parent or Guardian Information:

First Contact \_\_\_\_\_

Second Contact \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

**Emergency Contacts (if different than above):**

First Contact \_\_\_\_\_

Second Contact \_\_\_\_\_

Relationship to Camper \_\_\_\_\_

Relationship to Camper \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

**OWL Camp Permission and Liability**

I understand I am voluntarily participating in all OWL Camp activities of the age appropriate camp attended. I will not hold NewView Oklahoma, any of its leaders, staff, volunteers, or partnering/sponsoring organizations providing services, responsible for any accident or incident which may occur during any OWL Camp trainings or the week of camp (June 12 – June 16/July 18 – July 22, 2016).

Name of Counselor Applicant (PRINTED) \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Counselor Applicant \_\_\_\_\_ Date: \_\_\_\_\_

**PHOTO RELEASE**

I, \_\_\_\_\_ (insert Counselor Applicant name), hereby grant NewView Oklahoma and any of its partners permission and authorization to use my child's photograph and/or story in promotional and informational materials. I understand that photos and/or information may be used in materials including but not limited to newsletters, annual reports, newspaper articles, brochures, websites, blogs and social media.

I understand my information and/or photograph may be copyrighted, published and/or reproduced in color or otherwise in any media at NewView Oklahoma or elsewhere. I agree that all rights to the picture belong to NewView Oklahoma and waive the right to inspect and/or approve the finished product. Further, I am aware that I will not be compensated for any pictures or stories in which I may appear.

Date: \_\_\_\_\_

Counselor Applicant name (PRINTED) \_\_\_\_\_ Signature \_\_\_\_\_

\_\_\_\_\_ Check here ONLY IF you would NOT like your name identified in association with a picture and related Information

**Medical Waiver / Emergency Care:**

I, \_\_\_\_\_ (*insert name of Counselor Applicant*), DO HEREBY AUTHORIZE the person(s) designated as sponsor(s) for the activity or trip, in which I am voluntarily participating, to initiate and provide for any medical examination, anesthetic, medical, surgical, x-ray, or dental diagnosis or treatment and/or hospital care to be rendered under general or special supervision and upon the advice of a physician. In giving this consent, I recognize and understand that in situations where I may require immediate medical or hospital care it may not be possible for the above referenced authorized sponsor to immediately contact my listed Emergency Contacts and that in such situations, I will not be able to knowledgeably evaluate and choose amongst the available alternative treatments or procedures.

If any such situations arise, I authorize a physician, surgeon, or dentist to exercise his or her professional judgment regarding any available alternative and to render such care and perform such treatment as he or she, in his or her professional judgment, determines to be necessary for my health or safety.

I authorize NewView Oklahoma staff of OWL Programs to arrange for and grant authorization to appropriate medical authorities for health care as he/she deems necessary for my well-being.

I further understand that I am responsible for all costs related to medical care regardless of the status of health insurance benefit coverage.

**Counselor Applicant full name (PRINTED)** \_\_\_\_\_

**Signature of Counselor Applicant** \_\_\_\_\_

**Date:** \_\_\_\_\_

**A COPY OF YOUR CURRENT INSURANCE CARD  
MUST ACCOMPANY THIS FORM**

**Treatment Information (MUST BE COMPLETED):**

**Physician's Name** \_\_\_\_\_

**Physician's Phone** \_\_\_\_\_

**Allergies** \_\_\_\_\_

**Date of Last Tetanus Shot** \_\_\_\_\_

**Medicines—PLEASE WRITE LEGIBLY:**

You must include ALL medications – with a DATE & TIME. All medications will be administered by our professional camp nurse.

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**Disease/ Cause of Blindness, if applicable:**

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**Visual Acuity, if applicable:**

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**Level of Assistance Needed, if applicable:**

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**Do you use a cane?** \_\_\_\_\_

**Do you require large print or Braille, if applicable? Please specify.**

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**Please be specific and FULLY answer the following questions.**

1. You realize a couple of cliques have developed among the campers and that one or two campers have been completely excluded. How would you go about solving the problem?

2. Why are you interested in being an OWL Camp Counselor? What is your experience, if any, working with vision impaired youth?
3. How do you handle a stressful situation when you are in a group setting?
4. There are 3 problems to deal with and a kid tugging on you. Your co-counselor is sitting on the side. What do you do to diffuse the situations??
5. An OWL Camp non-negotiable policy is to stick to the “buddy system” at all times for the duration of camp. You’ve noticed a couple of campers are without their Sighted Buddies and you try to locate the MIA Buddies and eventually find them. They were hanging out and talking on their cell phones. What do you do?
6. What do you think are your greatest strengths that would make you a successful OWL Camp Counselor?
7. Why should you be selected for a Counselor position in OWL Camp and what do you hope to take from the experience?

# OWL Camp FAQs

## Summer 2016

The mission of NewView Oklahoma is to empower people who are blind and vision impaired to achieve their maximum level of independence through employment, rehabilitation, and community outreach. Our Oklahomans without Limits (OWL) Camp is the foundation of NewView Oklahoma's youth outreach programs. It is our goal that every camper experiences opportunities that will foster comradery, new friendships, and encourage community independence...all while having a blast!

### So...What's the Camp Structure?

NewView Oklahoma staff and dedicated community partners and volunteers have teamed up once again to plan an amazing week of fun-filled activities for our 2016 camp! **Tulsa campers will have the opportunity to enjoy awesome activities on the beautiful Grand Lake in Langley, Oklahoma, and on the campus of Rogers State University. Campers attending the Oklahoma City session will get to experience sports-themed awesomeness from some of Oklahoma City and Edmond's coolest venues!** Rest assured, both camps will be structured AND guaranteed to be blast! Please review the accompanied schedule for a tentative breakdown of activities and events.

### Who's Gonna be at Camp?

Well, your kiddo of course! But in addition to your camper, the following folks will be there to help make the camp experience as awesome as possible:

- **NewView Oklahoma Senior Administration:** Lauren Branch (President and CEO); Cathy Holden (Director of Rehabilitation, COMS); Valerie Aubert (Vice President of Development and Communications); and Brandi Bynum (Tulsa Regional Director).
- **Camp Director:** The director is an employee of NewView Oklahoma who both plans and facilitates camp activities. The camp director reports to Cathy Holden. Tamera Babbit, NewView Oklahoma Program Manager will lead both camp sessions.
- **Camp Nurse:** There will be a professional, certified Registered Nurse at both camps for the entirety of each camp session. Ms. Julie Hensley will collect and catalogue ALL medications, over-the-counter medicines included, at Registration/Check-in. Nurse Hensley is and will be the only person authorized to administer ALL daily medications; she will additionally provide first aid support.
- **Camp Staff:** Employees from NewView Oklahoma who come to give camp and program support in various capacities.
- **Camp Counselors:** These specifically selected individuals have applied and cleared an Oklahoma State Bureau of Investigation (OSBI) background check, and interviewed with the NewView Oklahoma Program Manager. **They are college-aged students who are at least 18 years old** and have received special training in blindness sensitivity. Together, camp counselors lead four different squads throughout camp. Counselors keep track of each of their campers' whereabouts at all times of the day and night. Additionally, Camp Counselors are the first point of supervised adult contact for campers. However, and most importantly, counselors are charged to befriend, encourage, and foster independence in their campers! **The maximum number of Camp Counselors is eight (8).**

- **Counselors-in-Training:** Counselors-in-Training (CITs) are specifically selected individuals who are **at least 16 years old, vision impaired**, have applied and interviewed with the NewView Oklahoma Program Manager, and have received training. CITs provide support for their groups to make camp safe and fun for all participants. Our CITs have a very high level of responsibility, as they are training to be a counselor for future camps. Moreover, they are given increased responsibility (more than a Sighted Buddy) but are not leading a group without supervision and oversight of a Camp Counselor. CITs will often assist in facilitating camp activities and are mentored by a counselor in order to prepare them to be a Camp leader in the future. **The maximum number of CITs is four (4).**
- **OKC Camp Sighted Buddies:** These dedicated volunteers are **at least 14 years old**, have taken the initiative to seek out this amazing volunteer opportunity, and passed the interview process with NewView Oklahoma's Program Manager. Additionally, our Sighted Buddies have received special training in blindness sensitivity. Each buddy is paired with one specific camper for the entire duration of camp. The duties of our peer buddies include waking up and assisting their camper in getting ready for the day; helping their camper all day long with daily tasks; and helping their camper get to bed at the assigned hour. Not only are buddies responsible for staying with their camper **AT ALL TIMES**, but they must also work to develop a relationship, ensure safety, and provide tons of energy and motivation for their camper all week long. This is a 24-hour job, every single day of camp; it is also the responsibility of our Buddies to ensure campers receive their medications according to the medication schedule, eat daily nutritious meals and snacks, stay hydrated during outdoor activities, and get the proper amount of rest during their camp stay. While being an OKC OWL Camp Sighted Buddy may seem like a daunting responsibility, it is a tremendously rewarding experience for our young volunteers, and the relationship between buddies and campers is usually a fun one that lasts far past the end of camp! **The maximum number of Sighted Buddies is determined by a 1:1 ratio of campers.**
- **Camp Security:** These individuals help ensure the safety of everyone at camp by monitoring the halls during curfew hours.
- **Community Partner Volunteers:** These are individuals from organizations who support the mission of NewView Oklahoma, and have dedicated their time and resources to help make OWL Camp a memorable and enjoyable experience for every camper, buddy, counselor-in-training, counselor, and NewView Oklahoma OWL Camp supporters.

#### **Uhhh...What's this squad you mentioned?**

Our Oklahoma City campers will be grouped in one of four squads, or groups, that are composed of two Camp Counselors, one CIT, and equal numbers of Sighted Buddies to campers...so there will be plenty of accountability to go 'round!

#### **What's the Training that's Involved to Ensure Your Camper's Safety?**

**All camp staff and volunteers are required to attend an OWL Camp orientation**, where everyone will get familiarized with the daily operations of camp, as well as what their expected roles and responsibilities are, and review camp policies and procedures. All camp staff and volunteers **MUST** be in compliance with NewView Oklahoma camp policies at all times, and respect the rules and policies in place at every host location and venue. All staff and volunteers must read and sign their Statement of Understanding prior to or during Camp Orientation; failure to do so will result in the termination of their participation in OWL Camp 2016.



### How Will We Guarantee the Safety and Well-being of Campers and Everyone Involved in OWL Camp?

- For starters, **all OKC campers with visual impairments will be paired with a Sighted Buddy** who will accompany them throughout the week and help him or her with their needs, such as serving as a sighted guide, making sure the camper takes their medication(s) at the assigned, scheduled times, encouraging active participation in all camp activities, and serving as the immediate point of contact in instances when a Camp Counselor or other authorized adult is needed.
- Additionally, all camp participants, i.e., staff, volunteers, counselors, and CITs who will have access to housing quarters and are 18 years old and older will have completed and cleared an OSBI background check.
- **Camp monitors will be alert on duty during curfew hours for the entire duration of camp. Camp monitors are the first line of defense to safeguard camp security. Camp monitors are not authorized to enter any sleeping quarters without expressed permission from NewView Oklahoma Senior Administration and/or Camp Director, unless it is an emergency.**



### Who's Accountable?

- **We ALL are!**
- **Every participant and camp attendee is to adhere to the buddy system AT ALL TIMES...NO EXCEPTIONS.**
- **Campers and volunteers are NEVER to go off alone OR leave someone else alone AT ANY TIME.**
- **Failure to comply with the buddy system in any instance will result in either being reprimanded or participation in OWL Camp 2016 being terminated.**
- **The safety and well-being of all campers and participants in OWL Camp is of utmost importance. NewView Oklahoma will not accept anything less than full compliance to all safety measures.**

### If My Camper Becomes Unruly, What Are the Disciplinary Consequences?

- Corporal punishment or any form of physical, emotional or sexual abuse, or any endangerment of a camper is grounds for immediate dismissal from OWL Camp, and will be reported to the proper law enforcement agencies.
- With that said, we understand tempers may fly and campers may get frustrated and unruly...kids are going to be kids. **In such OKC Camp cases, Sighted Buddies will serve as the first point of contact to help your camper work through the issue that has caused him or her to become frustrated or disruptive. If a buddy is unable to gain control of the situation, a Camp Counselor and CIT will step in to help calm the camper down and assist in diffusing and resolving the issue.** The Camp Director and/or NewView Oklahoma Senior Administration will address any behavioral issues or disruptions with the individual camper(s) or camp participant(s) as necessary, and will determine the appropriate course of disciplinary action, including dismissal from camp if needed.

### I Know My Camper Made a Commitment to OWL Camp, but Is It Okay to Flake If Something Better Comes Up?

**NO! What could be better than OWL Camp?! Once volunteers and camp participants arrive and check-in at Registration, the commitment to our campers and the success of OWL Camp 2016 begins.** Therefore, you will not be permitted to leave the area of activities or housing quarters **at any time**. Should parents of volunteers or volunteers themselves have any issues arise, please contact the Camp Directors so necessary accommodations may be made.



### Generally Speaking, What's My Camper's Schedule Going to Look Like?

While you will have a tentative Camp Schedule in your packet, the following schedule is a sample!

Time	Activity
6:30am	Curfew ends
7-7:40am	Medication administration rotation
7:30-8:30am	Breakfast
8:30-9am	Group assembly for daily briefing
9am-12pm	Themed activities at venue(s)
12-1pm	Lunch
1-1:30pm	Travel time to/from venue
1:30-5pm	Afternoon activities at host venue
5-5:30pm	Warm and Fuzzies!
5:30-6:30pm	Dinner
6-9pm	Scheduled super awesome activities
8-8:45pm	Medication administration rotation
9pm	Curfew for OKC Campers
9:30pm	Camp Monitors Room Check
10pm	Curfew for Tulsa Campers
10:30pm	Camp Monitors Room Check
11pm	Counselor meeting with Camp Director

### Will Campers Be Allowed to Stay Up 24 Hours a Day During Camp?

- Nope! Campers and all camp participants are to be in their **assigned** rooms during curfew hours. Any person who is not in their respective room during the curfew hours **will be reported** to the Camp Director. Curfew hours will be printed on the final schedule.
- Furthermore, **housing quarters will be separated by gender...meaning boys will room with other boys, and girls will room with other girls. No exceptions.** Camp monitors will conduct room checks every evening at curfew to ensure campers are in their assigned rooms, on their assigned floor, with their assigned roommates. **Additionally, adult counselors are not permitted to enter the room of any minor without another adult or volunteer present.**



### My Camper's Friends Were in the Neighborhood...Can They Come Visit?

Nope, sorry! Unauthorized visitors to camp pose a liability risk to NewView Oklahoma, and for that purpose, no visitors may join camp activities during the week or stay in housing areas. However, parents and friends are invited to end of camp festivities the last day of their respective camp session.

### Will There Be Any Alcohol or Drugs Allowed at Camp?

- **Absolutely not, under no circumstances!** The use or possession of alcohol or illegal drugs of any kind is **strictly forbidden** and will not be tolerated. Any illegal activity, including use or possession of illegal drugs or supplying drugs, alcohol or tobacco in any form to minors, will be reported to the proper law enforcement agencies and will result in offender's immediate dismissal. **In order to maintain an alcohol and drug-free environment, NewView Oklahoma Senior Administration and Camp Director maintain the right, at all times from the beginning of camp until the end, to conduct random inspections of all housing quarters and personal possessions if any illegal or prohibited substance is suspected.** Furthermore, Rogers State University and the University of Central Oklahoma are tobacco-free and dry campuses, and smoking and possession of tobacco products are not permitted on campus premises.

- We maintain a **ZERO TOLERANCE POLICY** regarding underage drinking or irresponsible behavior that potentially results in negative effects to our campers, staff, and/or organization. Possession and/or use of any alcoholic beverages in camp or during camp-sponsored activities (including time-off events) is **STRICTLY PROHIBITED**. If camp monitoring personnel witness any behavior involving drinking or irresponsible behavior, they will immediately notify the Camp Director and Senior Administration. **NO EXCEPTIONS**.

#### **Are There Any Friendly Reminders to Share?**

Why, yes...! **Remember OKC participants, no electronics will be allowed at camp.** This includes but is not limited to the following: cell phones, iPods, iPads, laptops, and gaming devices. So leave them at home because NewView staff will confiscate them until the close of camp, and that would be no fun. **People have communicated and found entertainment with paper, board games, and human interaction for thousands of years before the invention of nifty Apple and android products...we promise, YOUR CAMP PARTICIPANT WILL SURVIVE and HAVE A TON OF FUN!**

This OWL is nervous about leaving his electronics, but NewView staff says it's gonna be okay! \_\_\_\_\_



#### **What Are You Guys Going to Feed My Camper?**

Lots of yummy and nutritious food! Campers will enjoy delicious cookout foods like hamburgers and hot dogs, have catered meals supplied by NewView community partners, enjoy food from campus eateries, plus have amazing daily snacks!

#### **Can My Camper Pack Over-the-Counter Medicines for Minor Issues Like Headaches?**

Short answer, yes. **However, all medication, both OTC and prescribed, will be collected at Registration Check-in and locked safely and securely with our staff nurse.** Our staff nurse will be available at all times during camp and is the only authorized person to administer any and all medications according to the medication schedule, and as needed. Campers, Buddies, CITs, Counselors, and other camp participants are NOT allowed to keep any medications in their room OR on their person. We understand this may not be the most convenient for your camper or camp participant, but this is for the safety of all camp participants; we do not want an accidental ingestion to occur by any camper or participant.

#### **Sooo...Will You Be Transporting Campers To and From Venues in a Horse-Drawn Buggy?**

No, but it would certainly be pretty cool! Tulsa and OKC campers will travel to and from locations via bus transportation. NewView Oklahoma OWL Camp adheres to the regulations of the number of campers allowed in various modes of transportation; therefore, we will have the appropriate number of buses to accommodate our awesome group. In cases of emergency, transportation by means of a NewView Oklahoma staff vehicle is permitted. NewView Oklahoma staff or volunteers **are not** permitted to transport any camper or camp participant without expressed clearance from both the Camp Director **and** Cathy Holden, Director of Rehabilitation.

#### **Is There Anything Else Expected of My Camper?**

Well, yes...and here they are:

- Make sure to stick to the camp schedule and be in the designated areas as needed for activities.
- NO ONE is to go off alone...at any time...for any reason.
- Communicate and ask questions!
- Fully participate in all the awesome activities we have planned! You're here to have a great time with great folks!!
- While everyone in attendance at camp is super amazing, strictly non-platonic relationships are not allowed during camp.

## **Lastly, Just a friendly “Don’t Forget to...” Checklist!**

**Submit a Completed Application by Friday, April 29, 2016** to Tamera Babbit, NewView Oklahoma Program Manager: ☐

Read, sign, and enclose the following **completed** forms in your application:

- Counselor Applicant Information ☐
- T-shirt Size ☐
- Emergency Contacts ☐
- OWL Camp Permission and Liability ☐
- Photo Release ☐
- Medical Waiver / Emergency Care ☐
- **List of ALL medications, with DATE, TIME, AND SPECIFIC SCHEDULE—written legibly or typed, if applicable** ☐
- **COPY OF CURRENT INSURANCE CARD** ☐
- Counselor Screening Questions ☐
- **Get super pumped up for an awesome OWL Camp experience!** ☐

We are so excited for the opportunity to spend a fabulous, fun-filled camp with our amazing volunteers! If you have any questions or would like additional information, please don’t hesitate to contact Tamera Babbit at your convenience!

**Tamera Babbit, NewView Oklahoma Program Manager**

**501 N. Douglas Ave**

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