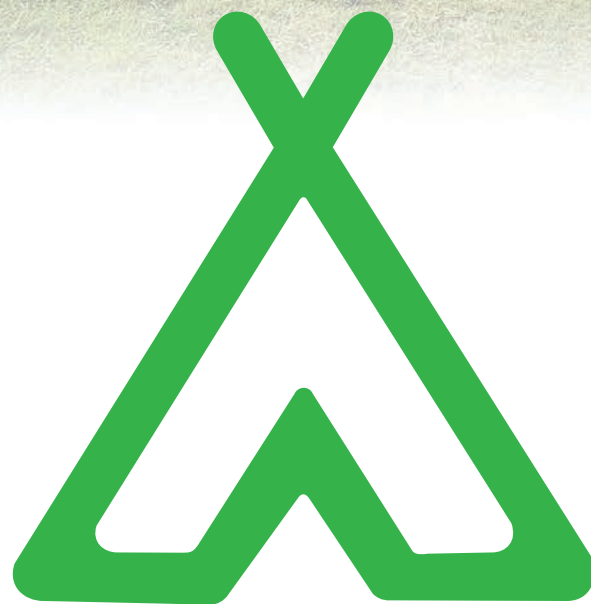


Pre-Interview Guide



Camp St. Charles

15375 STELLA MARIS DRIVE
NEWBURG, MARYLAND 20664



Camp St. Charles is an overnight summer camp established in 1952 and sponsored by the Society of the Divine Savior (Salvatorians). CSC was originally an all-boys camp and its staff was largely made up of brothers and fathers of the Salvatorian order. While many aspects of camp are quite different today than at its inception, we strive to honor the tradition and mission of those before us by:

Living Christian Values
Supporting Creation
and Creating Memories

Camp St. Charles is located on a beautiful peninsula in Southern Maryland, bordered by the Wicomico River and the Charleston Creek. We are about an hour and a half outside of Washington, DC.



15375 STELLA MARIS DRIVE - NEWBURG, MARYLAND 20664



While we are always adjusting and adapting our program, here are some of the activities we are proud to offer at CSC:

Target Sports

- Archery
- Riflery
- BB's

Waterfront Activities

- Canoeing
- Stand-up Paddleboarding
- Hydro (Tubing)

Escape Room

Arts & Crafts

Environmental Education

Horseback Riding

Swimming Lessons

Sports

- Soccer
- Basketball
- Softball
- Gaga
- Bombardment (Dodgeball)

Challenge Course

- Low Ropes
- Giant Swing

2025 Camp Calendar

LEADERSHIP WEEK	Monday, June 2 nd - Friday, June 6 th	
STAFF TRAINING	Saturday, June 7 th - Sunday, June 15 th	
SESSION MINI A	Sunday, June 15 th - Friday, June 20 th	
SESSION MINI B	Sunday, June 22 nd - Friday, June 27 th	
SESSION 2	Sunday, June 29 th - Friday, July 11 th	
SESSION 3	Sunday, July 13 th - Friday, July 25 th	
SESSION 4	Sunday, July 27 th - Friday, August 8 th	
STAFF CELEBRATION & DEPARTURE	Saturday, August 9 th	<i>* International staff depart Sun, Aug 10 or Mon, Aug 11 if preferred</i>



Our Campers

CSC is a camp for boys and girls, ages 6-15, who come to experience meaningful personal growth and achievements, under the supervision and care of our counselors. During their stay at camp, campers are divided into age groups - **Middies (6-9), Minors (10-11), Majors (12-13), and Mentors (14-15)** – and then further into teams of their peers with whom they participate in activities and form a close and meaningful bond. A balance of scheduled events and free choice periods allows campers to customize their Camp St. Charles adventure.



Our Staff

Junior Counselors (JC's) are **16 & 17 year old** staff members. They assist counselors in the cabins and at activities, assist our kitchen crew during dinner service, and manage, organize, and prepare canteen (snack time). While not necessary, many of our JC's are former campers who are eager to transfer their experience and memories into a wonderful new experience for our campers.

Senior Counselors are **18+ adult staff members**. Unlike other camps, we don't have a separation between activity counselors and cabin counselors. Senior Counselors are usually trained in at least 1 specialized activity area (Archery, challenge course, lifeguarding, etc.). Senior counselors will also usually be assigned a team of campers for each session. Counselors will line up with their team, eat meals with their team, and take general ownership over that group of campers.

Department Heads are senior counselors who are responsible for a specific activity area. While the exact duties are specific to each department, department heads are generally responsible for physical maintenance of the activity area, ordering materials, and providing clear and consistent lesson plans for their co-counselors.



Our Staff (continued)

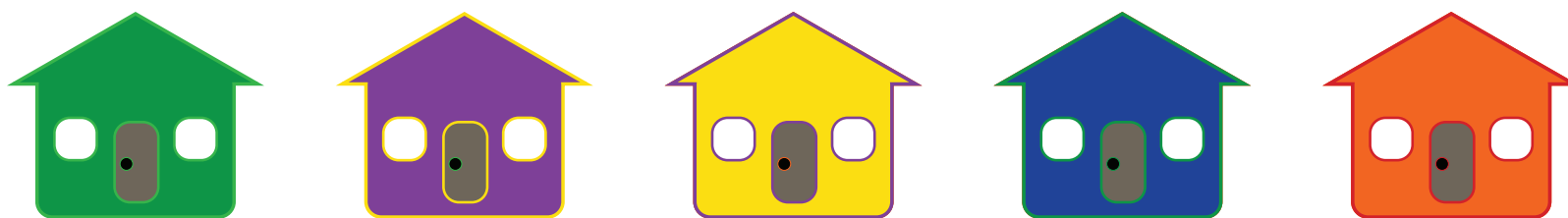
Cabin Heads are senior counselors who are responsible for the leadership and organization of a cabin. Cabins consist of anywhere between 13-25 campers and 5-6 staff members who rotate duties. Cabin heads are responsible for making the cabin duty schedule, maintaining supplies in the cabin and promoting a safe and fun environment for their campers and co-counselors.

Kitchen Crew are 18+ staff members who prepare and serve all of our meals. They report to our head cook. General responsibilities include: cooking and preparing meals, washing dishes, and maintaining a clean and safe kitchen.

The Camp Photographer is responsible for capturing the magic of camp and sharing the photos with parents online, which is one of the main ways we communicate with parents during their child's stay. While the photographer does not lead activities or have cabin duties, they are always a big part of the action at CSC.

Our **Leadership Team** consists of experienced staff members whose goal is to provide support for our staff so they may be their best. Leadership team members are responsible for overseeing departments and cabins, the daily schedule for both staff and campers, time off schedule for staff, organizing campers into teams, overseeing the mentor program, and much more.

Regardless of any specific role, there are 2 main jobs for a staff person at camp: caring for our campers and fostering our community. Working at camp is a challenging job and one that none of us could do alone. It is a critical part of CSC's culture that every staff person understand that we are a team, all working together to provide the best experience possible for our campers.



Housing

As a staff person, there are a variety of different locations in which you might live during your time at CSC. We are proud to say that as of 2020, all of our camper and staff housing is air conditioned.

Staff cabins & Longhouse: These are buildings that consist entirely of staff of a single gender. Staff in these places live in a very similar fashion to the campers (bunk beds, trunks, etc.).

Camper cabins: Each camper cabin has a cubicle, in which two staff members of that gender live.

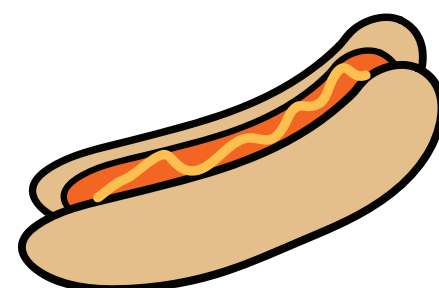
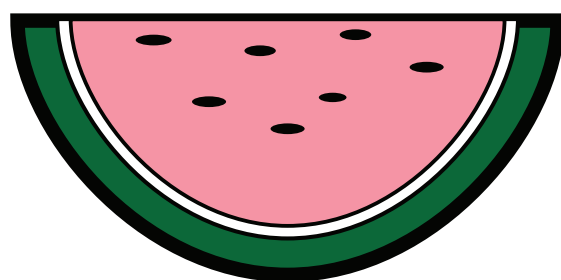
Infirmary: Half of our infirmary building is staff housing. This is typically where leadership lives as well as other staff members.

Mackin House: This is home to the camp director as well as other staff.

There are 2 main bath/shower houses on camp that are shared by staff and campers. Camper showers are strictly scheduled to ensure there is no overlap with staff. The infirmary and the Mackin house also have their own attached bathrooms with showers.

Food

In addition to our regularly scheduled meals, staff will have access to the staff lounge fridge which contains many leftovers and other snacks provided by camp. Each living space also has a refrigerator which staff may use to store their personal items. If you have any specific dietary restrictions, let the camp director know so they may connect you with our kitchen staff to ensure that you are well fed during the summer.



Packing List

Most staff overpack for the summer. You will have access to laundry facilities and laundry detergent. It's recommended that you pack about a week and a half's worth of clothes. Most of your clothes should be comfortable T-shirts and shorts. We are working with children so no vulgar humor, short shorts, or low cut tops.

CLOTHING

- Water proof wrist watch
- Pool Shoes or Crocs (No flip-flops)
- Sandals are permitted if toes are covered
- Sneakers (2 pairs)
- T-Shirts
- Shorts
- Underwear
- Bathing suits (2+, must be modest: no speedos or 2-pieces)
- Socks

- Hat/Visor

- Rain Jacket/poncho
- Jeans/long pants (2)
- Sweatshirt/long sleeve (2)

TOILETRIES

- Soap/Body Wash
- Shampoo and Conditioner
- Toothbrush and Toothpaste
- Deodorant
- Hair Brush/comb
- Sun Block
- Insect Repellent

LINENS

- Towels (4)
- Twin size bedding, pillow, pillow case, blanket

Other items (optional)

- Goggles for pool
- Camera
- Shower bag/caddy



While staff are permitted to bring personal electronics (cell phones, cameras, speakers, etc.), camp is not responsible for any theft, damage, or loss of personal property. It is highly advised that staff lock these items up when not in use.

Time Off

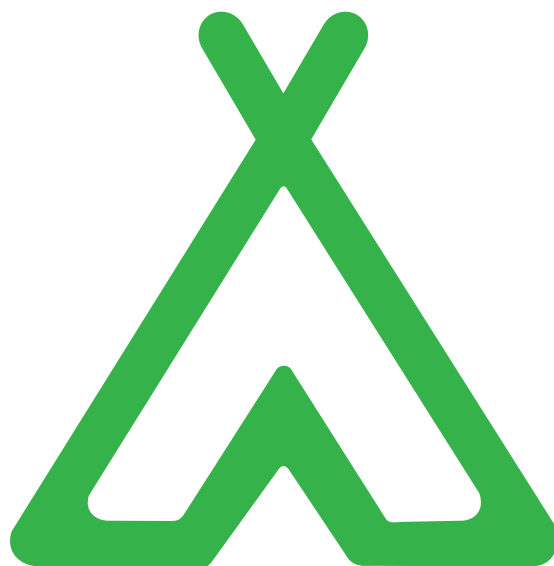
Each staff person is scheduled **one day off per week**, with the exception of staff training week. Days off are **24 hour periods from 6pm to 6pm** the following day. Days off are scheduled by request, however, there are many moving parts and we may not always be able to honor every request. Additionally, there are no days off on the Sundays that start a session, Fridays that end a session, or any Saturdays. If you have a situation which will conflict with these guidelines, they must be approved by the Camp Director prior to start of the camp season.

During days off, staff members are free to leave camp for a portion or full duration. It is the expectation that staff leaving will behave in a manner that is safe and consistent with the CSC values. Staff who choose to enjoy time off at camp may make use of the facilities, but should respect and abide by all the normal camp rules.

If someone is picking you up from camp, please give them clear guidance on where to go. It is very important for the safety of our campers that we do not have guests wandering around the property. Additionally, you will need to check out with a member of the leadership team when you depart and when you rearrive at camp so that we have an accurate record of who is on the property.

It is very important for everyone to be back from their day off on time. As an incentive, we have a day off raffle conducted multiple times throughout the summer. This includes gift cards, camp store goodies, and more. To get a raffle ticket, you must check in with the designated leadership team person at **5:45pm ready to work.**

Full summer Junior Counselors are permitted and highly encouraged to take a week off from camp. Week off requests are on a first come, first served basis and must be approved by the Camp Director or the JC Coordinator.



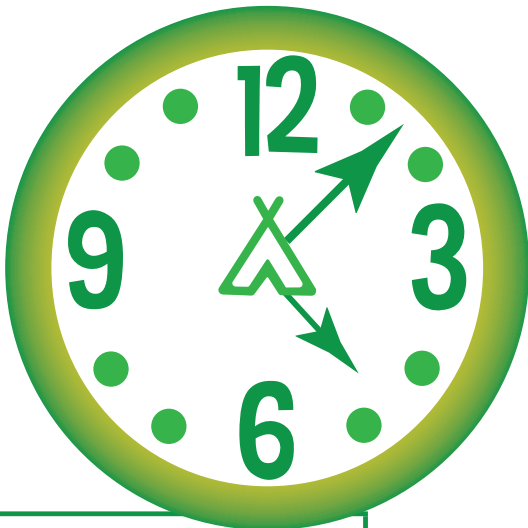
Changeover

Each of our sessions begin on a Sunday afternoon and end on a Friday evening. This leaves Saturday for us as a staff to do cleaning, maintenance, training, and bonding. While part of this time may be time off, staff members should not plan to leave camp during this period. Often, we will go out as a staff to enjoy a meal or some other kind of activity (bowling, baseball game, etc.).



Schedule

Camp days for most staff begin at 7:30am and end around 12am. While there is no set amount of off time during the day, staff can reasonably expect to have 2-3 off periods each day.



7:30am Wake up for campers	Counselors on cabin duty will lead their campers in cabin clean up and get them ready for breakfast.
8:00am Line up & breakfast	All campers and staff will meet at the flagpole for the morning flag raising and our morning devotional led by the camp director before entering the mess hall for breakfast. Team counselors will eat with the campers.
8:30-9:30am Cabin Clean Up	Counselors on cabin duty will lead their campers in cabin clean up which focuses on tidying the living space and personal hygiene for the campers.
9:30-10:35am First Activity	These are scheduled activities in which staff members will lead activities with a team of campers. These activities may include any of the listed camp activities.
10:40-11:45am Second Activity	
12:00pm Lunch	Team counselors will eat with their campers.
12:30-1:30pm Siesta	Siesta is a quiet, restful time in the cabin. Campers will receive mail during this time. Counselors on cabin duty for siesta will help create a quiet and calm environment, and help prepare their campers for the afternoon (reapplying sunscreen, deciding what to do during free time, etc.)
1:30-2:35pm Polywog (Third Activity)	Campers will be able to choose from a list of available activities. Staff members may be assigned to leading such activities, walking duty (ensuring each camper is present at an open activity area), or on call.
2:40-3:45pm Fourth Activity	



Schedule



3:45-4:15pm Canteen	Canteen is snack time for our campers. All staff are expected to be on duty during this time, either at their cabin or in the canteen area. Staff are welcome to enjoy a snack as well.
4:15-5:30pm Afternoon Free Time	Campers may choose their activity (pool, dock, sports), but also may opt to find a shady spot to read or play cards. Staff may be assigned to activity areas, walking duty, or on call. Junior Counselors on kitchen duty will report to the kitchen at 5:00pm.
5:45-6:15pm Dinner	With some exceptions, we typically eat dinner outside in the picnic area. Campers are able to choose their own seating and staff may as well while ensuring that each table is properly supervised.
6:15-7:15pm Evening Free Time	
7:15-8:15pm Night Activity	Night activity will begin at the flagpole where we will lower the flag. Night activities are camp wide games and events including opening/closing campfires, station based relay games, camper vs counselor softball game, color party, and many more.
8:15-9:00pm Canteen & Showers	Campers will take turns receiving their evening canteen and taking showers. Typically, boys and girls will take turn going to canteen and showers first while the others stay at the night activity until it is their turn. All campers take an evening shower daily. Staff may be scheduled to canteen duty, cabin duty, shower duty, night activity cleaning, or kitchen clean up.
9:30am-12:00am Lights Out	Lights out for campers is at 9:30. Counselors on duty will lead a prayer and general reflection on the day. Many cabins will have a story after lights out. Counselors on cabin duty will remain at the cabin until around 11:30pm when they are relieved by the staff living in that cabin.

WHY Work at Camp?

Many people have hesitations about working at a summer camp. But while it may not be as overtly career oriented as a summer internship, working at camp is a great place to develop and hone professional skills that you will use throughout your professional career.

A 2018 survey showed that counselors who worked at camp saw significant improvement in the following areas:



LEADERSHIP
COMMUNICATION
PROBLEM SOLVING
DECISION MAKING
TAKING INITIATIVE
CONFLICT RESOLUTION

These are invaluable skills in any field and a summer at CSC gives you the opportunity to practice these skills daily.

In Their Words...



"Working for camp has prepared me for the entertainment industry in several ways. Working on a film or television set requires long hours on your feet, in the hot sun or the pouring rain, and keeping a smile while you do it. You work closely with your team towards a common goal and adapt when challenges arise to ensure that the show goes on no matter what. You're all in it together and you're going to make magic. All of this is as true at a summer camp as it is on a soundstage. The tenacity, adaptability, and creativity required, the strong communication and teamwork – they're skills that camp was uniquely suited to cultivate, and I've been grateful to take those lessons with me into my career."

- Mollie Gillespie

"I wanted to explore my environmental passion during my summer work, so Laura Hall and I became creative to find a way where I could still work at CSC yet also explore my career interests. After some research, I was able to work together with the Chesapeake Monitoring Cooperative (CMC) to establish a citizen science water quality monitoring program at CSC. The skills I learned as a citizen science water quality monitor at CSC during summer 2019 prepared me for my position at the Severn River Association, and I did not need to spend a summer interning in an office. Without sacrificing the camaraderie and joy of working as a summer camp counselor, I was able to learn valuable soft and technical skills that prepared me for my career."

- Jack Beckham

"My two summers at CSC will sit with me forever! It has come up in every job interview since. Learnt so much about leadership and teamwork and about building relationships with children and fostering their interests/hobbies. Made me change my degree, and let me know quickly that I can't work and be fulfilled without working with children!"

- Morgan Stein