



PROGRAM COORDINATOR'S MANUAL

SOUTHWEST TEXAS

U.M. ARMY MISSION

Provide Christ Centered,
Quality Youth Work Camps
That Serve People In Need
And Promote Spiritual Growth
And Leadership Development In Youth



U.M. ARMY VISION

Continue to grow in ministry with God and become the hands and voice of Christ while receiving guidance from the following core principles:

- We are a God-led, volunteer, youth-focused organization.
- We believe God changes lives through the U.M. ARMY experience.
- We believe in increasing the number of lives touched in a planned and responsible way.
- We believe in being proactive in protecting the persons we touch, the environment and the corporate organization.
- We believe camp operation can be accomplished with hard work, compassion and honesty.
- We believe in developing well-trained camp leadership.
- We believe that all aspects of the U.M. ARMY organization will be managed with integrity.

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What Is My Role As A Program Coordinator?

The Program Coordinator is the person primarily responsible for **BUILDING COMMUNITY** and facilitating **SPIRITUAL DEVELOPMENT** within a U.M. ARMY work camp. You are responsible for the *esprit de corps* (the spirit) of the camp. This done by:

- Creating meaningful worship experiences and relationships throughout the days and week (WORSHIP COORDINATOR)
- Welcoming and nurturing all members (youth and adult) of your camp (EVENT COORDINATOR)
- Attending mandatory training before camp (BOTH)
- Implement enthusiastic and meaningful, short morning devotions (WORSHIP COORDINATOR)
- Distributing and participating in U.M. ARMY devotions (WORSHIP COORDINATOR)
- Coordination of daily schedule with Camp Director (BOTH)*
- Evening process time, team building and recreation (EVENT COORDINATOR)
- Coordinating music throughout the day (WORSHIP COORDINATOR)
- Personal encouragement posters/books (EVENT COORDINATOR)
- Decorations and theme development (EVENT COORDINATOR)
- Friday night video presentation / and share time (EVENT COORDINATOR)
- Being a positive role model (BOTH)
- Assisting the Camp Director (BOTH)*

What is the purpose of the U.M. ARMY Program?

U.M. ARMY programming has a two-fold purpose:

- To help the youth and adults of your camp grow spiritually by processing what they have experienced during the day in the context of their Christian faith journey,
- To help members of your camp build solid community (relationships) through sharing, recreation, play, down-time, prayer and worship.

REMEMBER — It is unreasonable to expect others to take your advice and ignore your example!

**EVERYONE— YOUTH, ADULTS, AND BASE CAMP STAFF
MUST PARTICIPATE IN ALL PROGRAMMING ACTIVITIES!**

What Kind of Schedule Should You Follow?

Camp schedules will differ slightly, depending on location and/or facilities. The Program Coordinator and Camp Director work together to determine the schedule for each individual day before camp starts.

Schedule:	Program Coordinator's duties
6:50 AM Rise and Shine	
7:15 AM Morning Devotion	(Lead or coordinate leadership)
7:30 AM Breakfast	(Distribute devotion and meal blessing)
8:00 AM Groups load Tools	(Be in the parking lot spreading good cheer!)
8:15 AM Teams Leave	
Base camp breakfast	(Lead prayer time)
9:00 AM Preparation Time!	(Begin your day by having a program-staff meeting and making preparations for your evening program and worship. Then visit work groups at the sites. Take cold towels, snow cones, candy to hand out. Feel the pulse of the groups and the camp and adjust the evening program accordingly. Take digital/slide pictures)
12:00 PM Lunch	(If possible, join a work group or the base camp staff for lunch and devotion)
4:30 PM Return to Base	(music playing, rooms set for free-time)
4:45 PM Showers	(Make sure everyone gets there and lost/left items collected)
6:00 PM Supper	(Meal blessing)
7:15 PM Recreation/Activity	(Make sure all details are taken care of including maps if leaving base camp)
8:30 PM Program *	(Time set for singing, announcements, safety, skits or top 10, work group site review and sharing, color group sharing, snack, etc.)
9:30 PM Worship *	(Worship should be creative, not gimmicky —powerful, not contrived; challenging, not condemning. Meaningful Worship and prayer are the foundation building blocks for a great camp!
10:45 PM Adult/College Meeting	(Help adults process and solve team problems/concerns)
11:00 PM In Dorms	
11:30 PM Lights out!	

* Some camps have experimented with switching Program time and worship

Other Important Stuff

\$ Paid Staff

All U.M. ARMY participants are volunteers. This precludes the hiring of any staff members, program or otherwise, either using U.M. ARMY funds or money from the participating churches. This does not preclude the paying of an honorarium for a one-time event such as a square dance caller for one evening, but does exclude paying pastors and musicians for the time and talents.

Transportation

In **NO** case should any U.M. ARMY participant provide transportation to any client including transportation to a client/U.M. ARMY worship service if one is planned.

Other Items Other Items

U.M. ARMY work teams never accept money (or any form of payment) from clients.

The U.M. ARMY trademark includes the name "U.M. ARMY" and the emblem. It is necessary to preserve the U.M. ARMY name and emblem as symbols of the quality, integrity and goodwill of the organization and assure that the use of the trademark remain consistent with the public's perception of U.M. ARMY while contributing to a favorable impression of the organization in the public mind. It cannot be used in association with or in close proximity to any other emblem or symbol (such as donated articles supplied by a vendor with their trademark on the item). Use of the trademark must be approved by the U.M. ARMY National Board of Directors. Be sure that all adult leaders understand the U.M. ARMY trademark policy.

Program activities outside the host church base camp should be limited during the week. Due to the fatigue of the participants in the evening, issues with transporting large groups, and the additional exposure on the highway, try to do as much of your evening activities as possible at the host church.

Preparation and Daily Reminders

Before camp begins:

- Attend the U.M. ARMY training meeting and get the program packet. Start building your Program Team. (BOTH WORSHIP AND EVENT COORDINATORS)
Be sure to include:
 - Event Coordinator
 - Worship Leader
 - Recreation Coordinator
 - Music Leader
 - Techno Guru

- Visit the Host Church (WORSHIP COORDINATOR AND EVENT COORDINATOR)
 - Meet the pastor, church staff, and Host Church Coordinator.
 - Tour the facility
 - Examine your program room
 - Where will you set up your stage area?
 - How much room will you have for movement? Number of chairs and tables.
 - How will you hang banners and personal encouragement bags or posters?
 - Is there a PA system or digital devices that you can use?
 - Examine the sanctuary
 - Will you have access for evening/Saturday worship?
 - Are communion service materials (goblets, etc.) available from the church for use by U.M. ARMY?
 - What altar items are moveable?
 - Are there particular things or areas that are off limits to U.M. ARMY?
 - Determine the location for the Program Office.
 - Assist the director in assigning sleeping quarters for girls/boys.

- With the help of your *Host Church Coordinator and Camp Director*, line up evening recreation. (WORSHIP COORDINATOR AND EVENT COORDINATOR) It is recommended that you try not to leave the church more than one night during the week. Some ideas for recreation are
 - Swimming and cook-out
 - Games
 - Talent show
 - Square dance or line dance caller
 - **Note:** Roller skating and scavenger hunts are discouraged due to the high number of problems which have occurred in the past. Activities that limit the number of participants at one time, or that hinder group dynamics, such as going to the MOVIES, are not suitable for your camp. If you go somewhere which charges a fee, try to get a discount (free would be even better!).

- Check with the Host Church Coordinator or Camp Director for a place to develop prints quickly for encouragement posters/books.

- If you are going to present your slide show digitally, i.e. with Power Point®, secure the use of an LCD projector, movie screen, digital camera, and/or scanner, along with a computer capable of handling those peripherals. Also, be sure to test all of the equipment out before camp to be sure that you (or someone on your program team) know how to use and connect all of the equipment. **USE more than 1 digital camera.**
- Develop a plan for a rainy day activity in case a day's work is interrupted by heavy, constant rain. It can be something like singing and games at a senior citizens center or a nursing home. Encourage the Camp Director to work with the host church contact and/or pastor to seek community options that will aid your camp in meeting the U.M. ARMY goal and also facilitate the mission of the local church.

A month to a week before camp (Make sure to give your team members the time *they* need to get ready:

- Organize yourself! Contact by phone *every* member on your program staff! Validate with Camp Director the number of participants, number of color groups, and the colors designated for the color groups - don't forget the base camp staff which can be a separate color group or may be split up among the other color groups. (BOTH WORSHIP AND EVENT COORDINATORS)
- Write out a worship plan for each day at camp. Include youth leadership and participation in activities and worship. (WORSHIP COORDINATOR)
- Print enough devotionals for everyone. (WORSHIP COORDINATOR)
- Purchase, assemble, and pick up supplies. (BOTH WORSHIP AND EVENT COORDINATORS)
- Make tape, .mpg or wave file of music for Friday night slide show. When planning music for the week, try to keep it Christian oriented. (EVENT COORDINATOR)

Daily during camp:

- Stay on schedule by encouraging everyone to adhere to the printed and posted schedules. **NO late working.** Remember, everyone participates in ALL programming, even Base Camp Staff!
- The daily preparation activities for evening activities and worship will be very busy! Divide and conquer by assigning tasks across your team that allow for parallel activities. Try not to have the entire program team doing everything together – you'll find yourself short on preparation when that happens!
- Build Community! Set a positive Spiritual Example! Be your BEST!

Sunday afternoon/night of camp:

- Set up stage area in program area.
- Hang banners/decorations.

SUNDAY EVENING

- Take a group picture in U.M. ARMY T-shirts (both print and digital/slide). (EVENT COORDINATOR)
- Take individual pictures for personal encouragement posters/bags/booklets. (EVENT COORDINATOR)
- Lead mixer and team building games. (EVENT COORDINATOR)
- Get to bed **EARLY! (BOTH WORSHIP AND EVENT COORDINATORS)**

Monday:

- Make sure the kitchen staff puts devotionals out at breakfast to be packed in lunches. (WORSHIP COORDINATOR)
- Take print pictures to be developed for personal encouragement posters/books. (EVENT COORDINATOR)
- Create and hang personal encouragement posters/books. (EVENT COORDINATOR)
- Get out to sites and start taking pictures. Coordinate with your Program Staff, the Director, Safety and Color Group Leaders who will also be taking pictures. (EVENT COORDINATOR)
- Emphasize a Color Group of the day - visit, take pictures, show pictures in the evening, and get them to help lead worship. Make their sites a priority for the day. (BOTH WORSHIP AND EVENT COORDINATORS)
- Visit your recreation site to be sure everything is ready for the evening. (EVENT COORDINATOR)
- Check your supply needs for recreation – get any last minute supplies (EVENT COORDINATOR)
- Lead evening recreation activities (EVENT COORDINATOR)
- Review the evening worship schedule with the program team. Ensure that the elements of the evening worship are well coordinated and organized. (WORSHIP COORDINATOR)
- Lead evening worship (WORSHIP COORDINATOR)
- Get to bed **EARLY! (BOTH WORSHIP AND EVENT COORDINATORS)**

Tuesday through Thursday:

- Make sure the kitchen staff puts devotionals out at breakfast to be packed in lunches. (WORSHIP COORDINATOR)
- Have your program-staff visit teams at work sites for encouragement and to take pictures (keep up with who you visit to make sure you visit all the teams the first two-three days). (EVENT COORDINATOR)
- Emphasize a Color Group of the day - visit, take pictures, show pictures in the evening, and get them to help lead worship. (EVENT COORDINATOR)
- Visit your recreation site to be sure everything is ready for the evening. (EVENT COORDINATOR)
- Check your supply needs for recreation – get any last minute supplies (EVENT COORDINATOR)
- Review the evening worship schedule with the program team. Ensure that the elements of the evening worship are well coordinated and organized. (EVENT COORDINATOR)
- Be ready to roll with recreation, celebration, and worship each evening. (BOTH WORSHIP AND EVENT COORDINATOR)
- Create community. Evaluate each team's teamwork and small group relationships. (BOTH WORSHIP AND EVENT COORDINATORS)
- If you give awards, make sure they are not demeaning and they are given out evenly. (BOTH WORSHIP AND EVENT COORDINATORS)
- Check with the Camp Director on who will be leading prayer (praying for the camps prayer requests) for your camp with the Base Camp Staff (remember confidentiality). (WORSHIP COORDINATOR)
- Get to bed **EARLY! (BOTH WORSHIP AND EVENT COORDINATORS)**

Never underestimate the power of prayer!

Thursday:

- Make sure the kitchen staff puts devotionals out at breakfast to be packed in lunches. (WORSHIP COORDINATOR)
- Have your program-staff visit teams at work sites for encouragement and to take pictures (keep up with who you visit to make sure you visit all the teams the first two-three days). (BOTH WORSHIP AND EVENT COORDINATOR)
- Emphasize a Color Group of the day - visit, take pictures, show pictures in the evening, and get them to help lead worship. (BOTH WORSHIP AND EVENT COORDINATORS)
- Visit your recreation site to be sure everything is ready for the evening. (EVENT COORDINATOR)
- Check your supply needs for recreation – get any last minute supplies (EVENT COORDINATOR)
- Review the evening worship schedule with the program team. Ensure that the elements of the evening worship are well coordinated and organized. (WORSHIP COORDINATOR)
- Be ready to roll with recreation, celebration, and worship each evening. (BOTH WORSHIP AND EVENT COORDINATORS)
- Create community. Evaluate each team's teamwork and small group relationships. (BOTH WORSHIP AND EVENT COORDINATORS)
- If you give awards, make sure they are not demeaning and they are given out evenly. (BOTH WORSHIP AND EVENT COORDINATORS)
- Start preparing for Friday night video presentation of the week. (EVENT COORDINATOR)
- Check with the Camp Director on who will be leading prayer (praying for the camps prayer requests) for your camp with the Base Camp Staff (remember confidentiality). (WORSHIP COORDINATOR)
- Get to bed **EARLY! (BOTH WORSHIP AND EVENT COORDINATORS)**

Friday:

- Put together some inexpensive recognition for camp staff. Such things as aprons signed by the entire camp for the kitchen staff, something humorous relating to an incident, etc. (EVENT COORDINATOR)
- Assemble the video presentation. This is the night to reveal the big slide show you have been working on all week. Don't forget that you must process pictures every day and be working on the slide show all week. (EVENT COORDINATOR)
- Select music beforehand that will work with the theme of the camp and the daily themes. (EVENT COORDINATOR)

Friday Evening Share Time

If the Camp Director and Program Coordinator are in agreement, we suggest that the Director lead the share time. Since the Director has had to play the “heavy” all week, this gives the Director the opportunity to show their spiritual side.

It is important to set an atmosphere in which the participants will respond appropriately to the share time. It is suggested that the lights be turned down, and candles (representing the light of Christ in our lives) be placed in the center of the room. The candles, cross, or other alter decorations used throughout the week are good to have as a central focal point.

It is best to find a place within the church that will allow for ALL participants to sit in a big circle, preferably on the floor. Each participant can be allowed to bring ONE pillow to sit on if they wish. Lying down during share time should not be permitted, as well as multiple pillows, blankets, and sleeping bags.

At the end of Friday night worship, and again just before share time, the leader needs to set the tone and expectations. Share time is an opportunity for each participant to tell everyone else how they have seen God at work during the week, and how they have experienced God as a result of camp. It is an opportunity to share stories of how they have seen God through U.M. ARMY, their clients, their work team, and themselves. Remind the camp that share time is not a time for saying how much you are going to miss your friends (there are posters and booklets for that), not a time to say goodbyes (plenty of time on Saturday for that), and not a time to tell funny stories (done that all week). Share time is a time for sharing God’s presence with one another.

For a large camp, a microphone is recommended (cordless if possible), to be either placed in the center of the circle, passed around the circle (once around is enough), or passed to those who wish to speak by the leader. Smaller camps may not need a microphone. Each person will have only one chance to share (5 minutes maximum per person).

The leader will open with a prayer, and then share a story or personal experience to set the tone and focus everyone’s attention. Tell the camp how you have seen God working through each one of them as they have been the hands and feet of Christ, and how they can be the lips of Christ as they share their experiences.

It is a good idea to have a few youth that are willing share their experiences with reverence and humility in a position to speak after the leader finishes. This will help ensure that the tone of share time will be focused on God and how He has touched lives.

The Program Coordinator is the last to share, then often leads the camp in the Lord’s Prayer. Be sure you have an effective closing, focusing on why you participate, why U.M. ARMY is so important, why being a Christian is important to you, and how faith can bring meaning to our lives.

Do not start share time too late, set an ending time and stick with it.

After share time concludes, if time permits, you may want to allow a 15 – 20 minute grace period for hugs, visiting and writing last minute notes on posters. At the end of the grace period, herd everyone back to their dorm rooms. **No one** spends the night in the Fellowship Hall! Have patience getting everyone in their rooms but be **firm**.

Program Supply List

- P.A. system(s) with CD player or MP3 player, connectors and microphone (3)
- Computer, printer, video projector and screen (or overhead projector, transparencies and sharpie markers), printer ink and required cables, blank CDs and/or DVDs
- Extension cords (several lengths), power strips, and 3 prong adapters
- Digital (photo paper) or 35mm cameras and film
- Color print film (enough to take individual pictures of everyone in camp for personal encouragement posters/bags/booklets and general camp and site pictures) OR digital cameras to accomplish the same
- Poster board, bags, or a combination for personal encouragement (in colors of the color groups)
- Tape (masking, duct, and clear), Ticky tack and sticky tape and/or spray adhesive
- Scissors
- Large box of pens and pencils
- Push pins
- Clothes line for hanging if you can't put things on the walls
- Fine line markers for encouragement books/posters (and colored note sheets if using bags)
- Music to accompany video presentation
- Theme banner
- Worship supplies (candles, candle lighter, altar items, etc.)
- Prayer Journal Books
- Flashlight, batteries
- Sing-along slides and tape
- Communion juice and bread

If you have the resources, it is also preferable to use a scanner and/or digital camera along with presentation software such as Power Point[®] and a LCD projector to do the video presentation. This saves on photo developing costs and allows for you to send a copy of the slide show home with each church on Saturday on DVD or CD. Many churches have digital cameras and projectors.

Worship: The KEY to a GREAT Camp!

Commentary

Worship for each U.M. ARMY community should be a time of creation, reflection, renewal and peaceful celebration. In establishing the proper atmosphere, worship leaders would do well to avoid two opposite and equal dangers. On the one hand, the service should not be so rigid that all spirit and enthusiasm is doused. On the other hand, too much informality will decrease the likelihood of a fully meaningful worship experience. Participants should be able to engage in spirit filled exciting/reflective service, while also enjoying the love and companionship of the friends. The spiritual message should always be positive and not too lengthy. Worship leaders can provide the best experience by doing two things: plan ahead and practice. Know ahead of time where worship will be, which songs will be sung, who will read, who will lead prayers, where to stand, etc. Walking through the service beforehand is a good idea. Try to incorporate the theme throughout the service. Following are comments about each of the elements of worship listed above. Be as creative as you can be.

Morning Devotionals

Morning devotionals are designed to allow each participant to begin their day grounded in the TRUTH!! It is a time to lay a foundation for the theme of the day and to encourage the campers to begin processing all that they will come in contact with that day. Each camp will develop their own rhythm for morning devotionals but each camp is encouraged to incorporate some private quiet time into this time. If that means getting to bed earlier the night before, so be it but you should not gloss over this special time in the morning.

Each morning you should start the time with some praise choruses, followed by the scripture reading, the devotional and close with the theme song and a time of prayer. Remember, these are suggestions for the format of your morning devotionals, make them your own, but know that this is not an optional ministry!

Gathering

Having a worship area separate from all other activities is helpful. The worship area should be prepared before participants enter. Low lighting and candles are appropriate, and guitar music or taped music should be going. Seat everybody as close together as possible and as close to the front as possible. Leaders may decide that it is not necessary for work groups to sit together so let everybody know the rule before you go in. Included in the program materials for the week is a journal. Each participant is to receive this book (sufficient copies will be provided) and use it to record their own thoughts and reflections throughout the week. One way to ensure time is taken each day for journaling is to ask everyone to get their Bibles and their journals on the way to worship. Then, give them about 10 minutes to work their way through the questions and reflections given for that day. Anyone who does not wish to journal could be encouraged to simply sit quietly while everyone else journals.

Traditional Greeting and Opening Prayer

Keep the greeting simple such as: The grace of our Lord Jesus Christ be with you! (they respond: And also with you!) Let us pray... The opening prayer should be brief and preferable composed and read by one of the participants. This prayer should be an expression of gratitude and praise, and an enthusiastic anticipation of events ahead.

Hymn/Song

Any number of hymns or songs would be suitable for worship. Be sure that participants have an opportunity to learn unfamiliar music sometime before worship. Don't be afraid to open the hymnal. Also, look in the Yohann Anderson **Songs!** book in the index under service and you will find many appropriate songs for the week. You may want to make overheads or a PowerPoint® presentation of the words for the participants.

Scripture

Select from among the camp participants a different reader for each service. Spread the wealth among the youth, adults, work groups, base camp staff and different participating churches. Be sure and give the reader plenty of advance notice so he/she may have time to practice. Use the U.M. ARMY provided daily theme!

Sermon

A sermon, in the simplest sense, is an interpretation of the Scripture previously read. At their best, sermons answer the question, So what? and joyously proclaim good news. Sermons at U.M. ARMY may be presented in a variety of ways including, but not limited to, a skit, a dramatic reading, a parable, or a story. Perhaps someone would like to explain the meaning and power of the scripture reading in their life. The sermon may be presented by you, a worship leader, an individual, or by a work group. In any case, the sermon should be brief and to the point. Five-ten minutes should be about right. If you ask an individual to speak, please be sure that it is not someone likely to ramble, or who might be painfully shy. As always, notify people in advance so they have time to prepare.

Traditional Prayers of the People and Lord's Prayer

This time can provide a good opportunity for participants to pray aloud for clients, friends, family and global concerns. Some explanation will be necessary, however, prior to the first session. This style of prayer requires one person to be the leader, acting as a kind of moderator (you may have to repeat into a microphone if it is hard to hear). The pattern is like this:

Leader: Let us offer up our concerns to God.....
Participant: For our client Mr. Green
Leader: Lord, in your mercy,
All: Hear our prayer.

The leader may ask some people to be prepared to call out a prayer request at the first service. Once everyone becomes accustomed to this, the number of prayers may increase significantly. For this reason, the leader needs to keep things rolling quickly. When it slows down, lead directly into the Lord's prayer with an introduction such as: "And now with the confidence of children of God, we pray: Our Father in Heaven,"

The Peace

The passing of the peace provides an opportunity for participants to share signs of their affection and friendship in Christ through appropriate gestures. These might include a handshake or a hug. Suitable expressions spoken to each other include, “the peace of God be with you”, “God’s peace be with you”, or simply “Peace be to you”. This is a moment to express love to someone close to you. All of this must be explained at the first service. An introduction would be something like “Since God has forgiven us in Christ, let us forgive one another, the peace of our Lord Jesus Christ be with you all”.

Dismissal with Blessing

Any blessing will be appropriate. You can hold hands and sing a blessing if you wish. Extend invitation to come to the rail for a silent prayer or leave quietly. If some come to the rail, you (your staff) should be standing by in case they need someone to pray with.

Holy Communion

Holy Communion can be held at any worship service you select during the week. Some believe it is more effective later in the week. Please remember that United Methodist policy states that only an ordained elder may bless (consecrate) the elements. If one is not available in camp, you may ask the host church pastor to preside. This sacrament is the highest expression of unity with Christ in the Christian worship, and since participants in U.M. ARMY have united themselves with Christ by working on behalf of God’s children, no camp should miss out on an opportunity to celebrate the Eucharist.

Sunday Night Program

Celebration is an important part of all we do at any U.M. ARMY work camp. **Since you can only start camp once, all attention must be given to building community from the first moment a participant arrives at camp. DON'T WAIT for program time to start building community.** Insist that those who arrive first help those who arrived later. **During camp DO NOT single out or reference churches by name once camp starts.** We are one body, one camp for one week.

- Group Pictures:** Arrange for someone to be the photographer. Check out the best site, outside steps are great if possible (do this during your pre-site visit). You may make one 8X10 for every church participating, one for the U.M. ARMY office (4x6) and one for the host church. Make sure you take both prints and slides so you will have the whole camp for the slide show on Friday night. Everyone should be in their U.M. ARMY shirt and with no hats or sunglasses on.
- Individual Pictures:** Each participant needs to be photographed with the U.M. ARMY shirt on for the personal encouragement poster/bag. It is best to use 35mm film since Polaroid is so expensive - take the rolls to the developer first thing Monday morning.
- Personal Encouragement Posters/Bags/Booklets:** Participants have the opportunity to give each other encouragement and appreciation notes all week. There are three ways from which you can choose for your camp. 1. Poster boards in color of the respective color group. Pictures and names are put in the middle of the poster and everyone can write on the poster. 2. White bags can be used with the picture and name applied to the color group color border glued to the bag. You would need to supply colored note sheets (with the theme on it) for people to write on and stick in the bag. 3. A simple booklet with the theme and their picture on the front with blank pages inside to sign. An 8.5" x 11" folded in half works well.
- Rotation Time:** On Sunday, each area of the camp takes turns explaining that area to all the camp participants. The program area is involved in this activity. **HAVE TWO TIMES FOR PROGRAM DURING ROTATION.** One time should be for acknowledging/training them for their participation in spiritual development and in building a new community. The second program rotation time should be spent taking pictures. It is helpful (to you) to be able to see name tags in each picture! You may want to have a member of your program staff, or a college assistant take the individual pictures. Get people to volunteer to help you during the week by having sign up sheets for all the different needs.
- Group Mixers and Team Building Games:** This is the energizing time - fun, relaxing, loosen up and start meeting one another. Bring many ideas for games, supplies for each, and solicit help with the games. Remember, a good beginning on Sunday makes for a great week. Some suggestions for resources are *New Game Book*, and *Incredible Ideas for Youth Groups*. Remember music is a powerful tool. A tape of the funky dances such as Bunny Hop, Hokey Pokey, and the Chicken Dance can be energizing.

Games

There are literally hundreds of books on games. Some of the best are from *Youth Specialties*® and *Group*® (www.youthspecialties.com) or you can find them at any Christian bookstore or your local youth ministers' bookshelves. If you have little or no experience in leading games or don't think that you are very good, here are some hints on game leading that may be very helpful. They are followed by a list of free Internet resources with over a thousand games. So dig in and have fun.

The Seven Deadly Sins of Game Leading From Jonathan's Resources

THE □ NO – NO's

Do these seven things and your games will stink!

- 1. Tell the crowd that you're going to play a game!** Best way to ruin a game is tell kids that you're going to play a game! Youth groups across the nation consistently use this pathetic transition: "okay, we're going to play a mixer now!" First of all does the average jr. higher off the street know what a mixer is? Yeh! It's the thing their mom uses to stir cake mix. When starting a game just start doing it. For example: "hey, before we get started today I want everyone on this side of the room to scoot one foot that way while my staff run this rope between you .." Just start it. Ten minutes later kids will be looking at each other saying, "Hey, we're playing games!"
- 2. Don't be prepared** Time is always crucial because attention span is short. In this fast food, microwave, quick cut, MTV, minute rice, Taco Bell generation, kids are used to having what they want, stimulating their eyes, ears and mouth EVERY SECOND. Now if we stand up to play a game that required two marshmallows with a piece of string tied around them if you walk up with a bag of unopened marshmallows and uncut string that is NOT ALREADY TIED you've already lost. Have everything ready. If you've never done the game before test it. So many times I thought I was the "Game Master" and all of a sudden I'm up short in front of a bunch of kids. Not a pretty sight. Test it!
- 3. Don't have your staff playing with them** Hopefully your staff is there to hang out with kids, not to be just a chaperone. Chaperones are no fun and no kid wants a relationship with one. Your staff should get on the teams with the kids and participate as much as possible. I have students to this day that still remind me of times we annihilated another person with Q-tips when I was on their team during a Q-tip war. Fun memories make lasting impressions.
- 4. Explain the game for more than 30 seconds** As we talked about above on #2, time and attention span are short. Part of being prepared for a game is knowing how to explain it quickly. Give the basics, maybe with a visual

example and jump straight into “ready, set, go!” Don’t be afraid to start a game even when some are still confused. Your staff can help push these people along once you start.

5. **Take more than 30 seconds to divide teams** Same principle as above. Have a quick tactic planned to divide teams fast. Always try to use natural divisions: grade levels, gender, half of the room, etc. Only # off as a last resort!
6. **Have someone without ability or even a personality leading the game** Game leading isn’t something you should just throw on a new staff member. They should be trained in the basics and given an opportunity to lead a game every once in a while. You’ll find that some people just aren’t gifted in being up-front. Don’t use these people. A key to a successful program will be putting staff people in areas that they are gifted and feel comfortable. By the way if something goes wrong, play it off. Games will go sour- it’s a fact. If they do, use the opportunity to make fun of it. If a game goes wrong and the leader is funny about it, kids will still have a good time and that’s the point, right?
7. **Make sure the crowd can’t see those playing the game** “Of course” you say. But how many times have I seen some cool crowd breaker where a kid is getting dowsed with syrup or a girl is about to suck a jelly bean out of some Jell-O and I couldn’t see cause some stupid game leader was standing right in the way! If you’re leading a game STEP ASIDE! If you’re in a level room and you have a visual game elevate it somehow! You get the point.

5 KEYS TO SUCCESSFUL GROUP GAMES *This list was adapted from CCI/USA newsletter*

- Don’t play games where teens are quick to get out...unless they’re quick to get back in.
- Don’t allow lulls to develop in a game; modify it or move on to another game.
- Stay away from short games where explaining the directions takes just as long as the activity
- Adapt or modify the game to fit your needs; the best games are usually mutations.
- Kill a game before it dies; don’t wait to get to the “last person standing.”

Internet Game Resources

www.thesource4ym.com/games - Breaks down games into 6 major categories.

www.youthpastor.com/games - Will search for games by time constraints or “Messy Index.”

www.pastor2youth.com - Breaks down games into 7 major categories.

www.funattic.com/games.htm - Breaks down games into 12 major categories.

www.teensalive.org/games.html - Several games with discussion starter questions.

<http://bradzockoll.tripod.com/youthworker/> - a little e-zine with youth help ideas, games, icebreakers and more!

General Information About Celebration

Celebration is the glue that sticks the work camp together, the bonding, the energizing fluid that fuels the camp. The spirit is very important. We are able to make this happen with prayer before and during camp, solid planning and your creativity! It is up to you and the Camp Director to agree on the schedule for the week. Remember, be flexible because things happen during the week which may require you to have to alter the schedule. Encourage small work groups to share with their color groups if there something happened at their work site which was special. You may also have one story shared from each color group with the whole camp. You can mix things up every day or you can have a color group of the day which helps you with everything that day. Some camps have awards which pass on a daily basis such as the "rabbit award" for the first group out in the morning and the "turtle award" or "golden loafer" for the last group out each day. Some camps have glass chalk they use to mark up the small work group car windows on Monday morning. Display all the print pictures on the wall every day - everyone likes to see themselves in pictures!

Other suggestions are using a top 10 format in the evening based on events that happened during the week, placing a "news scoop" box out and then having an evening "News Report" using what everyone submits to the box each day. Make sure that these stories get screened before they are read to the entire group.

When you visit the sites, take snow cones, popsicles, ice pops, ice cold watermelon, or something else and make it fun. **NO Water Guns.**

Music is key to celebration. Bring good music to camp. You can play it in the morning at breakfast, in the evening as you wait on dinner, during leisure time, etc. Check to see if any of the participating churches has any musicians who can play at camp - bands are great if they want to bring their instruments. You can also use music for wake-up time - not a pleasant chore!

**IF POSSIBLE,
HAVE ONE PERSON ON YOUR STAFF
RESPONSIBLE FOR ALL MUSIC.**

USE YOUR *IMAGINATION!*

Recreation

Recreation is an important part of U.M. ARMY. After a hard day out on a work site, it will be time for some recreation, fellowship, and fun. Each evening an activity should be planned which encourages a time of active release. The activities should not be complicated. They should be relaxed times of fun. Activities might include swimming, square, line, or fun dancing, funny talent shows, games night. Also, short periods of free time should be observed for relaxation and maintenance of personal relationships. If possible, a brief period of free time should be allotted before lights out each evening. It is also good to know that after people have showered, some may not want to get hot and sweaty again.

Please do not use Water Guns in camp for any activity.

Below is a list of various games and activities that might be of some help to you:

Water Night/ Wet & Wild/ Swim	Water Olympics
Luau	Tool Olympics
Volleyball	Hula Contest
Family Feud	Wheel of Fortune
Parking Lot Movie	Talent Show
Skit Night	Frisbee Golf
Games/Way Out Olympics	Flashlight Tag

Remember – recreation/programming is easier if you are prepared before you come to camp. Be creative.

Enlist the help of other creative people to be on your staff.

Check with Host Church Coordinator for any ideas they may. You don't have to go somewhere to have fun.

Daily Devotional

Lunch time is a very important part of the day. **Each person** in a small work group takes a noon devotional to share with each other and their clients. This helps the youth get to know one another better and keeps them focused on the importance of the work they are doing that day. This can also help the client to feel a part of the group — allowing for greater learning and sharing to take place. The work team and the client can learn from each other. Lines of communication are opened and a sense of trust and bonding takes place.

The noon devotionals should be placed at the end of the table where lunches are made. That way, it is convenient for individuals to pick up and not forget! Encourage the kitchen staff to have them out early (or the night before)!

Sunday Night Program Orientation

Station 1

- Take individual pictures for personal encouragement posters/bags.
- Explain personal encouragement posters/bags/booklets
 - Only positive and supportive notes.
 - The more you write on others, the more others write on yours!
 - Anything written or drawn which is in poor taste or would cause embarrassment will result in the poster being destroyed and replaced with a new one.
 - Ask the camp staff to be looking for inappropriate comments in any of these mediums.
- Have FUN. ***It is contagious!***

Station 2

- Discuss daily devotional and how to use.
- Discuss morning devotional.
- Discuss camp theme and daily themes.
- Discuss evening activities.
- Get volunteers to help with worship, morning devotion, skits, singing, etc.
- Cover the rules and camp expectations.
- Have FUN. It is contagious!