

Camp Barney Melintz

Est. 1963

Staff Manual 2025

“Our Summer Place”

RESIDENT SUMMER CAMP of the
MARCUS JEWISH COMMUNITY CENTER of ATLANTA



Table of Contents

Table of Contents	2	Organizational Policies	25
The Camp Barney Medintz Staff	6	Relationships in the Workplace.....	25
Guiding Principles	7	Drug Free Workplace.....	25
Our Mission	7	Abuse Prevention Guidelines	25
Our Vision	7	Procedures for Raising Concerns Regarding	
Our Core Values	7	Harassment and Offensive Conduct	26
Our Camp Philosophy	8	Mandatory Reporting.....	26
Commitments And Conduct	8	Prohibited Physical Contact	27
Our Statement on Israel	8	Verbal Boundaries with Campers	27
Zero Tolerance Policies For Staff	9	Personnel Files	28
Sessions and Age Groups.....	11	Commitment to Workplace Diversity	28
Camp Map	12	Equal Employment Opportunity.....	28
Camp Barney Culture	13	Americans with Disabilities Act.....	28
What Being Jewish Means to Us	13	Solicitation and Distribution	29
Blessings	13	Internet and Social Media Policy.....	30
A Glossary of Hebrew Words at Camp.....	14	Camp Operations.....	32
Work Culture at Camp Barney Medintz	15	Birthdays	32
Supervisor Relationship and Evaluation	15	Office.....	32
Clothing at Camp.....	15	The “Scotty” Staff Lounge.....	32
Staff Behavior and Expectations	16	Closed Camp	32
Camper Supervision	16	Community Care	33
Communication with Parents.....	17	Shabbat	33
Outside Food in Camp	17	Dining Hall	33
Nut Free.....	17	Canteen	33
Food in Cabins.....	17	Cabin Clean Up and Inspection	33
Ordering Walmart/Food to Camp	17	Laundry.....	34
Staff Packages	17	Camp Wide Programs	34
Transportation for Staff.....	18	Repairs / Maintenance	34
Time Off.....	18	Payment Schedule.....	35
Staff Use of Activity Areas	19	Lost Camper	35
Participating in Activities With a Cabin Group ..	19	Severe Weather	36
Program Supplies and Activity Equipment.....	19	Incident Report Forms	36
Curfew	19	Dangerous Animal Protocol	36
OD (On Duty)	20	Daily Schedule	37
Housing.....	20	Camp Song: Our Summer Place	38
Personal Vehicles in Camp	21	Camper Bill of Rights	39
Visitors	21		
Medications and Health Center Policies	21		
Use of Tobacco and Vaping Products.....	22		
Staff with Children at Camp	23		
Personal Animals in Camp	24		
Tipping.....	24		

Camp Barney Medintz is the overnight camp of the Marcus Jewish Community Center of Atlanta

Camp Barney Medintz is accredited by the American Camp Association, the only nationwide organization that accredits all types of organized camps.

Our Year-Round Team

Executive Director	Danny Herz
Associate Director	Dave Weinberg
Assistant Director – Camp Experience	Sidra Kennedy
Assistant Director – Family Experience and Administration	Taylor Bashuk
Assistant Director – Specialty Areas	Shachar Levy
Community Engagement Director	Debbie Jacobs
Operations Director	Don Blate
Food Service Director	Kate Stansfield
Travel Coordinator and Registrar	Fran Harrell
Director of Business Operations	Rachel Salba
Business Operations Assistant	Eliya Brog
Community Care Director	Emily Shapiro
Marcus Health Center Administrative Director	Courtney McCallister

Winter Address

(August 7 – May 7)
5342 Tilly Mill Road
Dunwoody, GA 30338
(678) 812-3844
www.campbarney.org

Summer Address

(May 7 – August 7)
4165 Highway 129 N.
Cleveland, GA 30528
(678) 812-3844
summer@campbarney.org

CBM and the MJCCA are non-profit agencies funded in part by the United Way and the Jewish Federation of Greater Atlanta.

Camp Barney Medintz welcomes campers and staff of all races, religions, abilities, sexual orientations, and gender identities.



Dear Camp Barney Medintz Staff,

You have decided to embark on a journey that will leave you walking away from the summer with a great sense of accomplishment and responsibility, lots of terrific memories and having had a huge impact on the lives of hundreds of young, Jewish people. If you take nothing else from the materials in this guide, remember that you are working with children who are counting on you, depending on you, and more importantly, looking up to you. You have the ability to make an impression on a child's life this summer; we fully expect this to be a positive experience for both the camper and staff member.

We are truly looking forward to the opportunity to get to know each and every one of you on a personal level. We have spent time throughout the year on the phone and exchanging emails, but now it is time to put faces to names and voices. We will all get to create and share wonderful experiences and memories with the campers and staff here at Camp Barney Medintz. Don't lose sight of the fact that this is a real job amongst all the fun and excitement you will have here this summer. Keep in mind that whatever you put into this job, you will get it ten-fold in return.

We hope that Camp Barney Medintz will meet all of your expectations and hopefully far exceed most of them. Remember to stay positive, count on one another for support and advice, and always remember that a smile on your face will go a long way during the summer. We want this to be the most incredible experience of your life! Please communicate and share your ideas and thoughts with us throughout the summer; you are a major part of our summer at Camp Barney Medintz, and what you do here will shape our camp's culture for generations to come. We are here to ensure that you as a staff member feel prepared, supported, and well taken care of during your summer months. Let us know what we can do for you to make your summer camp job an even more memorable one.

Wishing you the best summer of your life!

Danny and The Camp Barney Medintz Team

The Camp Barney Medintz Staff

At Camp Barney, you have a unique opportunity to work with campers and fellow staff from all over the country and the world. We take a great deal of pride in the quality of our staff. We all play a vital role in the development of the young people who come here.

A great staff member possesses many characteristics and makes immediate decisions in such a way that campers are happy while their health, safety, and welfare are maintained. It is a role that allows staff to guide, support and influence children towards their [Jewish identity](#) and personal moral code for years to come.

You, as members of this staff, will serve as role models for all our campers. What this means is that you will be expected to act in a way that sets the proper example for campers to follow.

Every day, all staff members are involved in planning, teaching, and leading activities for our campers.

It is our goal to build the self-esteem of our campers. It is important that our campers have positive images of themselves to take back with them as they return home from summer camp.

Being a staff member is the most fun and the most rewarding job you'll ever hold. Make the most of your time with the campers and with your fellow staff members and savor your experience here. You'll work hard, you'll have lots of fun and you'll gain the satisfaction of knowing that you have helped make a difference in individuals, in Judaism, and in the world by providing a supportive, educational hand to the next generation of Jewish leaders.

Guiding Principles

Our Mission

To provide a nurturing summer home where campers find or enhance their personal connection to Judaism while developing independence, practicing acceptance and inclusion for others, and building their own Jewish community of peers and mentors that will last a lifetime.

Our Vision

To cultivate the next generation of young Jewish people who will make a positive impact in the world.

Our Core Values

Community

Camp Barney is a space for everyone to feel welcome. At camp, we develop meaningful connections, embrace differences, take care of each other, and show support and appreciation for our camp community.

Self-Discovery

Camp Barney is a place to feel safe, physically and emotionally. We challenge ourselves to become independent and confident while discovering the best version of ourselves.

Joy

We are most open to learning and growing when we are having fun. Camp Barney is a place to play together and experience true joy.

Making a Positive Difference

We share an obligation to take care of the community around us – its environment and its people – with the goal of making a positive impact. We aim to think of others and make our interactions positive, knowing we are always trying to improve.

Jewish Identity

Camp Barney makes Judaism approachable so that everyone in our community can connect to traditions and culture in a way that is both meaningful and comfortable. We expose our community to the array of Jewish experiences among us and around the world.

Integrity

Camp Barney's community prioritizes treating people, animals, and the environment with kindness, compassion, and empathy. We emphasize making good choices, even when no one is watching.

Our Camp Philosophy

Welcome to Camp Barney Medintz! We are thrilled that you have chosen to spend your summer making memories for the hundreds of campers who will pass through our gates this season.

Commitments And Conduct

Before camp, we require every camper and staff member to acknowledge and agree to the following commitments to our community:

My Commitment to Camp Barney Medintz:

1. I will treat everyone with kindness and respect.
2. I will help others feel welcome and valued.
3. I will embrace people who are different from me and the things that make each of us unique.
4. I will be present and connect with the people at camp.
5. I will challenge myself to have new experiences.
6. I will take care of my body, mind, and soul.
7. I will think about the physical and emotional safety of others before I act.
8. I will strive to make a positive impact in my community and help make the world a better place.
9. I will show appreciation for the Jewish traditions we share.
10. I will have fun and help others find joy.

Our Statement on Israel

Camp Barney Medintz has and will maintain a deep connection to Israel. This manifests in many ways including learning about and celebrating Israeli culture, praying for Israel during services, and always defending Israel's right to exist. Neither Camp Barney Medintz, nor CBM staff in their course of their responsibilities, will advocate about matters of Israel's national policy. CBM staff are expected to keep their personal political beliefs private in the course of their job and will not discuss them with campers. All staff are expected to maintain the Camp Barney community by ensuring that any political discourse between staff members is consensual, respectful, situationally appropriate, and out of sight of campers.

Zero Tolerance Policies For Staff

1. Creating, encouraging, or tolerating an unsafe environment for campers or staff

Camp Barney is a place to feel safe, physically and emotionally. We ask everyone to commit to thinking about the physical and emotional safety of others before they act.

Staff members will use their best judgment and uphold camp policies for themselves, their co-workers and campers to maintain a physically and emotionally safe environment.

Staff who are aware of an unsafe environment are expected to take immediate corrective action if that is within the scope of their training and ability. If not, they are expected to immediately notify their supervisor or other camp management.

Lack of awareness of camper supervision leading to an unsafe environment is also unacceptable.

Directors maintain the discretion to examine the significance and impact of each circumstance and act accordingly.

2. Physical violence directed to any person or animal

As part of our effort to create a safe environment, we solve disagreements with conversation to increase empathy and understanding. Physical violence is not tolerated.

Any staff member that engages in a deliberate act of physical violence against a person or animal at camp will be dismissed.

3. Verbal abuse or sexual harassment

At Camp Barney we develop meaningful connections, embrace differences, and take care of one another. We treat each other with respect in all our interactions as a means of showing support and appreciation for everyone in the camp community.

Verbal abuse includes harassing, labeling, insulting, scolding, cursing, or yelling at an individual with the intent of frightening, humiliating, denigrating, or belittling that person. This may include oral, gestured, or written language that attacks the self-concept of the victim, making them feel powerless. We expect that all staff will strive to treat everyone with respect. We are aware that in some cases, however, staff may inadvertently act in a way that is not perceived as respectful but without the intent of doing harm to anyone else. We expect staff to learn from their experiences and actively work towards being better communicators. Regardless of intent, staff who continuously engage in patterns of verbal abuse will be terminated.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. All staff will abide by all MJCCA policies on this matter.

4. Physical relationships between staff members and campers

All staff members have a responsibility to care for all campers at camp. In the eyes of our community and the law, any physical relationship between a staff member and a camper is a violation of this responsibility regardless of the ages of those involved.

While we acknowledge that our youngest staff members may be very close in age to our oldest campers and may be engaged in personal and physical relationships outside of camp, physical relationships between any staff member and any camper will not be tolerated.

5. Possessing unapproved firearms or other weapons

In the interest of protecting the physical and emotional safety of everyone at camp, unapproved firearms and other weapons are not permitted.

No staff member will possess a firearm or other weapon unless specifically approved by the Camp Director. This policy applies on-site at camp and during any off-site camp programs or events. This policy is not intended to apply to tools used by staff as relevant for their jobs (for example, pocketknives), though staff are still responsible for securing access to any potentially dangerous tools. If staff have any questions about whether an item is considered a tool or a weapon, they should consult with a member of the full-time team before bringing the item onto camp property or to an off-site program or event.

6. Possession, use, or working under the influence of alcohol or illegal drugs

Our time at camp together is precious. We ask everyone to commit to being fully present at camp and to always think about the physical and emotional safety of others before acting. We believe that use of alcohol and illegal drugs prevents staff from doing this effectively.

Staff members are not permitted to bring alcohol, illegal drugs, or other drugs with extreme psychoactive or intoxicating effects onto camp property or any off-site camp programs or events, nor to take possession of or use these substances. This includes usage of prescription medication by anyone to whom it was not prescribed or for a purpose other than for which it was prescribed. The only form of legal medicinal marijuana in Georgia is low THC oil. No other form of medicinal marijuana will be permitted on camp property, regardless of the prescriptions from other states that staff members may hold. Any staff members with a prescription for a medication that could impair their ability to perform the essential functions of their position must disclose this to the health center prior to the summer. All staff and camper medications must be stored in the Marcus Health Center with the exception of emergency life-saving medications.

International staff members should be aware that the legal age for alcohol consumption in the United States is 21 years old. When out of camp on time-off, staff of legal drinking age who choose to drink will do so responsibly and with discretion. Any staff members, regardless of age, may be terminated if their behavior (even off-site) is a negative reflection on Camp Barney Medintz.

Any staff member who reports to their job while under the influence of any of the substances described in this section will be terminated, regardless of if the substances in question were consumed in a manner that is in accordance with the rest of this section.

7. Encouraging, enabling, or allowing campers to violate a zero-tolerance policy

Many campers look up to camp staff as personal role models. CBM staff respect this important relationship by always encouraging campers to act with integrity.

Any staff member who encourages, enables, or allows campers to violate a zero-tolerance policy at camp will be terminated. Staff are responsible for being aware of zero-tolerance policies for campers.

Zero-Tolerance Policies for Campers:

- Creating or encouraging an unsafe environment
- Physical violence directed at any person or animal
- Verbal abuse or sexual harassment
- Physical relationships between a staff member and a camper
- Possessing firearms or other weapons
- Use or possession of alcohol or illegal drugs

Sessions and Age Groups

4-Week Sessions

Open to campers completing Grades 2-10

First Session: Sunday, June 8 – Thursday, July 3

Second Session: Monday, July 7 – Friday, August 1

2-Week Sessions

Session A and B are open to campers completing grades 2-4

Sessions C and D are open to campers completing grades 2-3

A: Sunday, June 8 – Friday, June 20

B: Sunday, June 22 – Thursday, July 3

C: Monday, July 7 – Friday, July 18

D: Monday, July 21 – Friday, August 1

1-Week Sessions (CBM Experience)

Open to campers completing grades 1 and 2

CBMX-Aleph: Sunday, June 8 – Friday, June 13

CBMX-Bet: Sunday, June 15 – Friday, June 20

CBMX-Gimel: Sunday, June 22 – Friday, June 27

Chalutzim

Open to campers with special needs

4-week Session (ages 12-24): Sunday, June 8 – Thursday, July 3

2-week Session (ages 12-24): June 8 – Friday, June 20

1-week Session (ages 10-22): Sunday, June 8 – Friday, June 13

Unit	Completing grade	Age	Duration	Hebrew word for
Yeladim	Preschool-1	3-7	Varies	Children
Chalutzim (special needs)	Varies	10-22	1-4 weeks	Pioneers
CBMX (CBM Experience)	1-3	7-9	1 week	
Kochavim	2-4	8-10	2 weeks	Stars
Youth	4-6	10-12	2 weeks	
Moshavim	2-3	8-9	4 weeks	Villages
Rishonim	4	10	4 weeks	Firsts
Shomrim	5	11	4 weeks	Guards
Giborim	6	12	4 weeks	Heroes
Chaverim	7	13	4 weeks	Friends
Tsofim	8	14	4 weeks	Scouts
Alufim	9	15	4 weeks	Champions
JIT (Juniors in Training)	10	16	4 weeks	

Camp Map



Key Places

1. Camp Office
3. Alterman Lodge (Dining Hall)
9. Billi and Bernie Marcus Health Center
34. Doris Zaban Chapel

Housing

2. Director's House and Adult Housing
14. Kay Commons
17. Cabin 20
18. Leven Lodge
20. Village 1
21. Village 2
22. Village 3
28. JIT Village
32. Arogeti/Wynne Teen Village

Sports

11. Junior Ball Field
23. Eichel Tennis Center
31. Arogeti/Wynne Teen Sports Complex
38. Archery
39. Bernard Halpern Activity Center

Waterfront

8. Lake Wendy Beach Activities
12. Jacobs Swimming Pool
13. Lynne M. and Howard L. Halpern Aquatic Center
16. Lake Louis Ski Dock

Naturecrafts

19. Nature Shack
27. Alpha Zip Line
30. High Ropes Activities
35. Omega Double Zip Lines
37. The Garden
44. Campsites

Other

4. Jen's Zen Den
5. The Gail and Lyons Den
6. Glass Pavilion Sukkah
7. Emily's Zoola
10. Old City Kitchen Cooking School
15. "The Scotty" Staff Lounge
24. Marcus Cultural and Performing Arts Center, Asher & Grace Benator Center
25. Chippie Amphitheatre
26. Shirley Halpern Arts & Crafts Center
29. Babbit Center
33. Campfire Circle
36. Sam's Deck
40. Staff Parking Lot
41. Fogey's Tree House
42. Brill Equestrian Center
43. Tree Climbing

Camp Barney Culture

What Being Jewish Means to Us

CBM is a pluralistic Jewish community, welcoming people from multiple different backgrounds and beliefs. We organically weave Jewish culture into many aspects of daily life at camp, such as using Hebrew words for various areas of camp, saying blessings before and after meals, sharing beautiful Shabbat traditions together, and learning about and celebrating Israeli life and culture as well as the diversity of Jewish experiences and identities. Camp Barney is the residential camp of the Marcus Jewish Community Center of Atlanta.

There is no requirement for staff to identify as Jewish or connect to Jewish culture or ritual in a particular way. Camp Barney welcomes anyone who respects our values and mission. We strive to make Judaism at camp approachable, giving everyone in our community opportunities to connect to Jewish ideas, practices, and values in a way that is comfortable to them.

Blessings

The blessings are excitedly said before and after each meal

Hamotzi (Blessing Before Meals)

Hamotzi lechem min ha'aretz. We give thanks to G-d for bread.

Our voices rise in song together as our daily prayer is said:

Baruch atah adonai eloheinu melech ha'olam, hamotzi lechem min ha'aretz. A-amen

ברוך אתה יי אלהינו מלך העולם המוציא לחם מן הארץ.

(Translation: Praised are You, Adonai our God, Ruler of the universe, who brings forth bread from the earth.)

Birkat Hamazon (Grace After Meals)

Baruch atah Adonai, eloheinu melech ha-olam, hazan et ha-olam kulo b'tuvo b'chen b'chesed uv-rachamim. Hu notein lechem l'chol basar, ki l'olam chasdo. Uv-tuvo hagadol tamid lo chasar lanu, v'al yechsar lanu mazon l'olam va-ed. Ba-avur sh'mo hagadol, ki hu el zan um-farneis lakol, u-mietiv lakol, u-meichin mazon l'chol b'riyotav asher bara. Baruch atah Adonai, hazan et hakol.

ברוך אתה יי, אלהינו מלך העולם, הזן את העולם כלו בטובו בכן בחסד וברחמים. הוא נותן לחם לכל בשר
כי לעולם חסדו. ובטובו הגדול תמיד לא חסר לנו, ולא יחסר לנו מזון לעולם ועד. בעבור שמו הגדול, כי הוא
אל זן ומפרנס לכל, ומטיב לכל, ומכין מזון לכל ברייתיו אשר ברא. ברוך אתה יי, הזן את הכל.

(Translation: Sovereign G-d of the universe, we praise You. Your goodness sustains the world. You are the G-d of grace, love, and compassion, the Source of bread for all who live; for Your love is everlasting. In Your great goodness we need never lack for food; You provide food enough for all. We praise You, O G-d, Source of food for all who live.)

A Glossary of Hebrew Words at Camp

Birkat Hamazon: The prayer that we sing after every meal. Our intention when we say this blessing is to express our gratitude to those who grew, produced, delivered, prepared and served the meals and food we consume each day.

Boker Tov: Good morning

Chadar Ochel: Dining hall

Challah: The braided bread served for Shabbat.

Hamotzi: The prayer that we sing before each meal. It gives thanks for the miracle of bread from the earth.

Havdallah: (Literally, “separation”) The end of Shabbat and beginning of a new week. We celebrate it every Saturday night.

Kosher: Jewish dietary laws. At camp, we do not mix meat and dairy foods in the same meal. We also do not eat certain foods such as pork and shellfish. The word *kashrut* refers to the rules of keeping *kosher*.

Laila Tov: Good night

Mezzuzah: A marker attached to the inside of a doorway. Rarely more than 6” long, it contains one small scroll with the Shema and V’ahavtah verses and prayers written on it. Religiously this is used to constantly remind a person of God's commandments and culturally it is used in protecting the house from forces of evil.

Moadon (Literally, club) At camp, this is our teen village porch

Oneg: Pleasure, delight. At camp we use this word to refer to our Shabbat programming on Saturday morning after services.

Shabbat: The end of the week (celebrates G-d’s day of rest after creating the world). Celebrated from sundown Friday until sundown Saturday. Traditionally this is used as a time to relax and reflect.

Shalom: “Hello,” “Goodbye,” and “Peace.” Derived from the root word meaning “to be complete.” Here in the south, we embrace the local variant, “Shalom, y’all!”

Siddur: Prayer book

Sukkah: (Literally, thatched booth or hut) At camp, this is our gazebo on Lake Wendy

Tisha B’av: The annual commemoration of the destruction of both of the ancient Temples in Jerusalem. It is also a day of mourning for all Jewish losses which some choose to observe by fasting. It typically falls in late summer

Torah: the holiest object of Judaism: a long scroll containing the five books of Moses: Genesis, Exodus, Leviticus, Numbers and Deuteronomy.

Ulam: a large recreation space. At camp, this is located by the basketball court in the teen village.

Zoola: Derived from Arabic, in Hebrew slang, this refers to the feeling of a lazy summer day, hanging around in the shade. At camp, this the netted structure located between the Health Center and Community Care center.

For more information about Hebrew words and Judaism, visit

<https://www.myjewishlearning.com/>

Work Culture at Camp Barney Medintz

Camp Barney is an amazing place to work and our staff leave the summer with memories and friendships that will last a lifetime. The friendships staff make with other staff members and the connections they make with campers are experiences that get talked about for years to come. Camp Barney intentionally creates an environment of fun and joy that is guided by our deeper values. While camp is ultimately a fun place to be, the boundary between work and personal time is a line that must be upheld. Successful staff are those that work hard to be a good teammate, that uphold camp professionalism and understand and care about the impact of their actions on the people they work with.

Supervisor Relationship and Evaluation

Each staff member will be assigned a supervisor. The supervisor's role falls under two categories: support and accountability. Supervisors will support staff through teaching, training, coaching, mentoring, informing staff about camp policies and procedures, and assisting with various camper and staff interpersonal issues. In terms of accountability, supervisors will hold staff to standards and expectations set by the duties of the job and the policies and procedures of camp, including monitoring the staff person's performance and making sure that the task and/or responsibilities are completed in a quality and timely manner. All counselors, specialists, and head staff will receive an oral evaluation from their supervisor partway through each one-month session and a written evaluation at the end of each one-month session. Written evaluations will be part of the official record for future hiring and all reference requests. Any staff member can request an oral evaluation from their supervisor at any point during camp.

Clothing at Camp

Camp Barney understands that clothing is a way to express our individuality. At the same time, how we dress and present ourselves correlates to the respect we have for ourselves and others. Though our community prides itself on feeling like "home" for so many, it is also a place of work, and we expect that all staff members will represent themselves appropriately and with a degree of professionalism that is suitable to a camp environment. Below are our rules around staff attire at camp:

- Clothing that contains offensive images or wording, hate speech, or elicits illegal/inappropriate activity is prohibited.
- Staff members will not wear clothing that impedes their ability to perform their jobs or poses a distraction from the purpose of their programming.
- Modest dress is expected in areas of dining or religious observance.
- Swimwear must provide appropriate coverage.
- For Shabbat, we ask our camp community to dress in slightly more formal attire and modest dress in keeping with our tradition. Appropriate options include polo-style collared shirts with khaki shorts, skirts with blouses, summer dresses, or blouses paired with casual shorts or skirts which allow for appropriate coverage.

Keep in mind that as staff members at camp, you are serving as role models to children of various ages and developmental stages. Campers will want to emulate your actions and values, and how you dress is included in that. Please consider your attire for the summer accordingly.

[Please review the staff packing list for more information about what to bring to camp.](#)

Staff Behavior and Expectations

Camper Supervision

It is the responsibility of our entire staff to ensure that campers are accounted for and taken care of. We have highlighted our guidelines for different circumstances at camp that vary from a typical camp day. Supervising campers is defined differently based on a staff member's position. If you are unsure of your specific responsibilities regarding camper supervision, please clarify this by speaking to your supervisor.

In addition to what you read below, please see #1 of the [Zero Tolerance Policies](#) for clarification of our supervision policies.

Transition time between activities:

In between activities, or before/after meals, most of camp is moving from one location to another. Staff members should pay careful attention to the campers around them as they transition from place to place. Staff should work together at transition times and watch for campers. For example, if a camper is alone and not with their cabin group and there appears to be room for concern, it is a staff member's responsibility to check in with them.

Rest Hour/Clean-up/Shower Time/Snack:

These unstructured moments are often the most difficult in terms of coverage. In general, staff members will be assigned to supervise specific areas during these times. When staff members are working, they should be providing active supervision. Do not use this as your personal time to talk or use the phone. If there is an area with campers, a staff member must be present as well.

Shabbat Services, Camp-Wide Programs, and Special Programs:

The general rule is to sit among campers with your cabin group or actively help supervise and manage campers. Special programs can often be difficult in terms of coverage, and counselors and specialists must be proactive and actively work together to prevent lapses of coverage.

Pool:

For safety reasons, campers and staff cannot enter the pool area and must wait outside the fence until there are enough Waterfront staff present, and those staff are ready to start actively lifeguarding. A Waterfront staff member will invite your group into the pool area when ready.

Lake:

For safety reasons, campers and staff cannot enter the lakes unless supervised by Waterfront staff.

One on One Interactions:

Staff members should never be alone with a camper if at all avoidable. When individual conversations need to take place, staff members should ensure that they are in a public space that is observable and interruptible.

Communication with Parents

All communication to and from campers' parents will be conducted by camp leadership. Staff will refrain from communicating with campers' parents, by any means, without the express permission of the Camp Director, Associate Director, or Assistant Director.

Outside Food in Camp

Outside food is permitted in camp with the following exception: no outside food or drink may be seen by, consumed in front of, or given to campers. Campers being exposed to outside food may trigger feelings of homesickness or distress. While staff have the option of eating food obtained outside of camp, campers do not. Staff need to be mindful of the effect their actions have on campers and strive to live out the Camp Barney values of Community, Making a Positive Difference, and Integrity in all they do.

Nut Free

To help protect the health and safety of the campers and staff in our community, Camp Barney Medintz is a nut-free camp. No peanuts or tree nuts (including cashews, almonds, pecans, pistachios, walnuts, etc.) or foods containing peanuts or tree nuts in their ingredient list are permitted on camp property. This policy does not cover products processed in facilities with nuts or on shared equipment. It also does not apply to 100% refined peanut oil, such as that used at Chick-Fil-A.

Food in Cabins

Staff members can keep personal food in their cabins if it does not interfere with any policies related to prohibited food at camp. All food that staff have in cabins must be stored in a latching container with an airtight gasket seal.

Ordering Walmart/Food to Camp

Outside persons entering camp property for any reason is a security concern. If staff order food or supplies to camp from a local vendor, such as from Walmart or Door Dash, the delivery may only be made to the front gate. This must be specified in the delivery instructions. Camp is not responsible for deliveries that are lost, damaged, or otherwise unfulfilled.

Staff Packages

Staff can order items to be shipped to camp via USPS, FedEx, UPS, or DHL. For security reasons, these are the only carriers allowed in camp. Include your name and staff area in the address so we can notify you when your package arrives at camp. Please do not include any other special delivery instructions. We receive a high volume of packages at camp daily. To ensure that we can manage all deliveries appropriately, please do not come to pick up your package until instructed to do so by our office staff.

Transportation for Staff

If resources are available, Camp Barney will help provide transportation for Graduation, College Orientation, Family Emergencies, etc. Otherwise, staff are responsible for their own transport.

Staff are generally responsible for their own transportation on days off and time off at night when staff are permitted to leave camp. However, there are many times and situations in which camp will provide scheduled transportation. This might include transportation to specific locations for Support staff on days off; buses to and from the Marcus Jewish Community Center on Friday to Saturday night; and occasional transportation for other out of camp activities. Camp will make staff aware of these opportunities, as needed. (Regardless of camp's responsibility to provide transportation, we are grateful to our staff with personal vehicles when they are willing to offer transportation to their peers. Supporting each other, in work and during time off, is an important part of the Camp Barney Medintz staff experience.)

Time Off

All staff are on duty 24 hours a day except during designated time off as explained below.

Most staff members will receive approximately eight days off during the full camping season: three days off during each 4-week session and two days during intersession (although some staff, including Support staff, may not have days off during intersession). You will receive your assigned days off prior to the beginning of each month-long session. If you need to request a specific day off, you must communicate that in writing to your supervisor. Two staff members working in the same area can mutually agree to swap their days off pending approval from their supervisor. Cabin counselors and supervisory staff will not be able to take the first three (3) or last three days off each session.

Days off can be taken in or out of camp. All staff who take their day off in camp are subject to the same rules as if they were on duty, such as curfew, etc.

Staff will receive one to two off periods per day. On most nights, staff will have the evening off beginning between 10 PM and 10:30 PM and ending with in-cabin curfew at 1:00 AM. Exceptions are on evenings with staff meetings or when staff have supervisory responsibility for campers (called OD for "on duty").

Specialists, Unit Staff, and Support Staff may leave camp only on scheduled days off and evening time off. Evening time-off begins no earlier than 10:00p.m. Head staff and other staff with unique work schedules may be permitted to leave camp at other times, pending approval from their supervisor.

Unit staff will be assigned to days off and time off based on a schedule that will allow appropriate supervision of campers in line with camp policies and ACA standards. Specialists and Support staff will be assigned to days off and times off on a schedule that will allow for consistent camp operation.

Staff Use of Activity Areas

Camp is fun and part of that is the wide array of activities that are offered. Camp Barney wants staff to experience these activities and the joy that comes with them. Staff may use camp facilities and supplies if participation does not interfere with camper programs. Except for ballfields and courts, specialty facilities and supplies can be used only with the permission of the Head Specialist and under the supervision of the specialists responsible for those areas. Swimming in the lakes and pools is strictly prohibited when there are no Waterfront staff on duty. Staff are responsible for leaving all areas in excellent condition and returning all equipment to its proper location.

Participating in Activities With a Cabin Group

Alternatively, staff who are on their time off may join a group of campers during their regularly scheduled activities, only after receiving permission from both the counselor and the specialist running that activity at the meal prior to the start of the activity. Staff joining a group of campers on an activity must be a positive experience for the cabin group and specialist running the activity. If simultaneous participation isn't possible, staff are expected to allow time for campers to fully participate before participating themselves. If the staff member joining negatively impacts the running of the activity, they will be asked to leave and may face further disciplinary action.

Program Supplies and Activity Equipment

Care of camp facilities, equipment, and supplies are the responsibility of every staff member.

Staff members will maintain their living and activity areas, maintain safety and risk management, and care for and keep in good condition all equipment and supplies that are part of their areas or departments.

Staff will abide by all rules about the use of camp facilities and equipment while on or off duty. They will be held responsible for damage to camp, camp equipment, personal effects of campers and other staff members if camp leadership deems that such damage is caused by negligence.

Staff that notice supplies that are needed or running low should communicate with their immediate supervisor.

Curfew

Camp Barney staff should understand the need and value of adequate sleep and rest towards the performance of a good job. Camp-wide curfew is 1:00 AM on most nights. Occasionally, curfew may be earlier. Each staff member is to be in camp by 12:30 AM and in their own cabin by 1:00 AM.

OD (On Duty)

Night-time supervision is a critical aspect of camper supervision and staff responsibility. To provide equal time off for unit staff and 24-hour supervision of campers, counselors, specialists, head staff and most senior staff will be On Duty (night-time supervision duties) several nights throughout the summer, typically 1-2 nights per week. Each unit staff member and specialist are assigned to an OD group of one or two cabins. These staff will be assigned to specific nights of OD coverage. Any two staff in the same OD group can make a mutual request to the Associate Director to swap their assigned nights. This request must be made in writing (or via text message) no later than dinner on the night of the OD in question.

While on OD, staff members sit outside the cabin, staying awake and alert, providing supervision and coverage to the campers. A “Head OD” in each village supervises other ODs and provides support as needed. Staff on OD are relieved of duty by the Head OD when the cabins are fully covered by their counselors. This should be no later than the 1AM in-cabin curfew.

Housing

Counselors and most unit counselors are assigned a group of campers to live with and must sleep in those cabins, unless on a day off.

Specialists, support staff, and some unit counselors live with other specialists, support staff and unit counselors. They are assigned living spaces by camp management. There is purpose and intentionality behind the selection of staff living together, and we strongly encourage staff to connect with their cabinmates: Part of the joy of being a camp staff member is meeting people from around the world and sharing in each other’s culture. However, we also acknowledge that living in the same space means balancing wants, needs, and differences. We request that cabinmates show respect to each other by communicating openly and patiently; considering each other’s schedules and need for sleep; and asking senior staff for guidance and help if problems arise.

Although housing assignments are made purposefully and intended to be permanent, staff can speak to the Assistant Director over Specialty Areas if they would like their housing assignment to be reconsidered. Directors will support staff in resolving housing problems. Staff are not permitted to move until permission has been granted.

Campers should never be invited into staff housing. Staff should not enter camper housing unless they are doing so for a work-related reason and are accompanied by another staff member. Whenever in camper housing, staff must maintain appropriate distance and boundaries. For example, a staff member should never sit on a camper’s bed and should instead stand or sit on the floor or a chair.

Personal Vehicles in Camp

If you choose to bring your personal vehicle onto Camp Barney Medintz property, you do so at your own risk. Camp Barney Medintz will not be liable nor pay for any damages incurred upon your vehicle from any source while on camp property. The following policies apply to all staff personal vehicles at Camp Barney Medintz:

- All vehicles must be registered with the camp office. Staff must complete the registration form on their staff dashboard prior to their arrival at camp.
- Staff who have registered their vehicle will receive a security decal. This decal must be displayed in the lower-left corner of their car's windshield.
- Rising High School seniors and younger are not eligible to bring private vehicles onto camp property.
- All personal vehicles must be parked in the staff parking lot, unless they have been specifically assigned an alternative parking location in writing from a full-time member of the CBM team. Certain sections of the parking lot may be reserved for visitors or specific staff.
- No personal vehicles are permitted further into camp than the staff parking lot except on staff move-in/move-out days or with written permission from a full-time member of the CBM team.
- Personal vehicles may be driven only on gravel roads intended for traffic. Camp's terrain can be uneven and unpredictable, and staff risk damage to vehicles or camp property by driving off-road.
- Personal vehicles may only be used while coming and going from the front gate to the staff parking lot and only during allotted nightly time off or days off. Personal vehicles may not be used during daytime periods off without the express consent of a camp director.

Visitors

Staff members and campers may not have visitors at Camp. Exceptions may be made at the discretion of the Camp Director. Occasionally, there will be vendors, service providers, or other visitors coming to Camp Barney; these are related to the business and welfare of the Camp and have prior approval to be on camp property.

In the event of a staff member being picked up or dropped off for a day off, late arrival, or early departure, staff must request permission from a camp director. The person providing transportation for the staff member should limit their interaction at camp to picking up or dropping off the staff member at the office.

Medications and Health Center Policies

Our goal at Camp Barney is to provide the safest and healthiest environment for campers and staff. Camp's state-of-the-art Billi and Bernie Marcus Health Center is staffed by a resident physician and three to five registered nurses, all of whom live at Camp. There is an on-call nurse who is available 24 hours a day, throughout most of the summer.

All staff must be up to date with their tetanus shots and provide proof of vaccination status.

To protect the safety of our campers, any medication, whether it be prescribed or over the counter, must be kept at the Marcus Health Center. Nurses will administer medications to staff during designated medication call times after breakfast, lunch, dinner, and at Milk Line. The only exceptions are for a limited amount of medication for life-threatening conditions (e.g., Epi-pens or inhaler) or limited over-the-counter medications approved for storage in first-aid kits.

Use of Tobacco and Vaping Products

Under Georgia law, it is unlawful for any individual under the age of 21 to purchase, use, or possess any cigarettes, tobacco products, tobacco related objects, alternative nicotine products, or vapor products. It is also unlawful to purchase these products for someone under the age of 21 or advise, counsel, or compel anyone under the age of 21 to use these products. Use of these products is prohibited anywhere on the camp property other than the back porch of the Staff Lounge.

For a more complete definition of tobacco products, tobacco related products, and vapor products, please visit this [link](#).

Staff with Children at Camp

Being a parent is the most important job in the world, but that is not what parents who work at camp for the summer are hired to do. Parents choose to send their children to overnight camp for many reasons, one of the most important of which is for the opportunity to gain independence and experience growth. This can occur when children realize they are able to solve problems on their own or with the help of their counselor or other staff members they have formed relationships with. It is important that parents who work at camp do not impede this growth by doing what they innately know to do: help. Working at camp while their children are in attendance is an experience we hope they will love. While doing the job, staff with children at camp also get to experience their child(ren) being taken care of by someone else, just like all the campers who do not have a parent working at camp.

Staff who are parents at camp are getting a unique opportunity most do not get to have: to be a fly on the wall for their campers' experience. This comes with expectations and boundaries set by camp and agreed to by 'staff parents', as follows:

- Campers are permitted to visit their parent during meals with permission from their counselor. Parents should not visit their child's table at meals.
- Staff are not permitted to go inside their child's village unless necessary for their job responsibilities.
- Staff are not permitted to actively seek out their child.
- Should a camper come to their staff-member parent with a problem, the parent should encourage them to seek out the natural camp resource for those issues (for example, talking to counselors, visiting the Health Center, etc.)
- Staff are not permitted to use their presence at camp to circumvent the channels of communication that all parents (whether at camp or not) should use. To discuss any concerns regarding their child or their experience at camp, staff-member parents should call the office to schedule a time to talk with the appropriate person. Parents should not directly approach Counselors, Unit Heads, or other staff members to discuss any concerns regarding their child or their experience.
- While at camp, staff may become aware of information about campers or staff before people outside of our camp bubble do. Staff members may not share this information outside of camp. Staff should allow camp management to follow the proper lines of communication to share information and resolve situations.
- Please refer to the policy on Communication with Parents for further clarification
- When attending camp activities or events, staff are not permitted to take videos or pictures to share with other parents.
- Staff are not permitted to bring food into camp for their campers.

Personal Animals in Camp

Animals refer to pets, service animals, or support animals. Due to the communal living nature of camp and the vigorous work hours, staff are rarely permitted to have pets at camp. Staff must indicate on their application if they would like to bring an animal to camp and will only be permitted to bring an animal on camp property after receiving the explicit permission of the Director. If they are given permission to bring an animal to camp, they must abide by the following policies.

1. Animals must be up to date on vaccines, licenses, and tags.
2. Animals may not present a nuisance to other members of the camp community due to noise.
3. The staff member is responsible for properly disposing of their animal's excrement.
4. The staff member will be responsible for paying for any damage caused by their animal.
5. The staff member is responsible for keeping their pet out of designated areas that are off limits to pets. These areas include, but are not limited to the dining hall, kitchen, Marcus Health Center common areas, and pools.
6. The safety and well-being of the animal is the exclusive responsibility of the staff member.
7. Dogs must be capable of passing the [Canine Good Citizen](#) Test.
8. The staff member should establish a backup plan outside of camp for the care of their pet if their pet is not able to live harmoniously in the camp environment.

Tipping

Accepting tips is against camp policy and creates negative feelings in the staff community. If parents insist on showing their appreciation financially, please feel free to suggest a contribution to the Camp Barney Medintz Scholarship Fund.

Organizational Policies

Relationships in the Workplace

Camp Barney strongly believes that a work environment where staff maintain clear boundaries between personal and professional interactions is necessary for camp to operate effectively. Although this policy does not prevent the development of friendships or romantic relationships between co-workers, it does establish boundaries as to how relationships are conducted at camp.

Romantic or sexual relationships between staff in inherently unequal positions, where one person has real or perceived authority over the other in their professional roles, is inappropriate in the workplace and unacceptable at CBM. If such a relationship already exists or develops, it must be disclosed to a camp Director by one or both members of the relationship. These relationships, even if consensual, may ultimately result in conflict or difficulties.

- Staff that are engaged in romantic or sexual relationships at camp are strictly prohibited from engaging in physical contact where they can be seen by campers. Camp's philosophy is that campers should not know the status of any relationship beyond friendship.
- Staff who allow personal relationships with other staff to adversely affect the camp environment will be subject to CBM's discipline policy.
- When staff take time off out of camp, their conduct is generally regarded as private, if such conduct does not create problems within the workplace. An exception to this principle, however, is romantic or sexual relationships between supervisors and subordinates.

Drug Free Workplace

Camp Barney Medintz maintains a drug-free workplace and requires drug-free performance of its employees wherever they may be assigned. The implementation of this policy will be consistent with the Americans with Disabilities Act and other applicable laws. Please see #7 of the [Zero Tolerance Policies](#) for more details and information.

Abuse Prevention Guidelines

The highest priority of Camp Barney is to provide a safe environment for campers and staff. Camp Barney staff members must take special care to use sound judgment and to avoid even the appearance of improper conduct. Please see #3 and #4 of the [Zero Tolerance Policies](#) for more details and information. All staff based on property at Camp Barney Medintz are required to complete CampSafe online training before arriving at camp.

Procedures for Raising Concerns Regarding Harassment and Offensive Conduct

Should there be an instance or complaint of discrimination and/or harassment, individuals should contact their immediate supervisor or Division Supervisor, the Camp Director, Associate or Assistant Camp Director, or the MJCCA Human Resources Director. All actions taken in response to requests for review will be undertaken with the maximum possible confidentiality, subject to the requirements inherent in conducting a fair review.

Retaliation against any individual for reporting violations of the policy or for participating in the process—whether by the recipient of the allegations or someone else—will not be tolerated and will be subject to strict discipline. For more information about or to receive a complete copy of the Discrimination, Harassment, and Offensive Conduct policy please review your Offer of Employment via your [staff dashboard](#).

Mandatory Reporting

Because of the trusted relationship that campers often develop with staff at camp, campers occasionally disclose information about possible abuse. Information of this nature may require additional follow-up by the camp administration and may also trigger a report to the appropriate authorities as required by law.

Regulations mandate that the Camp Director (or designee) report suspected incidents of child abuse or neglect to the appropriate authorities. Camp Barney requires all staff to report to the Camp Director or another senior camp leader any reasonable suspicion that a camper is being abused or maltreated (whether this is a past occurrence or a present situation). All reports facilitated by camp leadership will be held in the strictest of confidence, protecting the confidentiality of the information and the individuals involved to the extent possible.

Definitions of Abuse

Physical Abuse

Definition: deliberately aggressive or violent behavior by one person toward another that results in bodily injury.

Signs to look for: bruising or other physical injuries, aggression amongst peers, nightmares, difficulty regulating emotions.

Sexual Abuse

Definition: forced sexual behaviors, acts, or observations without consent. Sex of any kind with a minor

Signs to look for: inappropriate sexual knowledge or behaviors, frequent bedwetting, hesitation towards physical contact.

Emotional Abuse

Definition: A pattern of behavior that impairs a child's emotional well-being or sense of self-worth. This can include severe teasing, threats, or withholding support.

Signs to look for: extreme defiance, difficulty maintaining relationships, being overly self-critical, inappropriate language, lack of confidence.

Staff Precautions

Always maintain appropriate boundaries (physical and emotional) with campers. Be cautious of campers who become too attached to staff members.

It is important to recognize that staff members are naturally in a position of power over campers. Staff must be aware of the emotional dynamic associated with those relationships.

How To Handle Disclosure of Abuse

If a camper discloses abuse or mistreatment to you:

- Acknowledge the trust being placed in you and comfort a child immediately after they've shared.
- This can sound like "thank you for telling me" or "it must have been difficult to decide to share that with me."
- Immediately contact your supervisor so that proper reporting procedures can be followed.
- Do NOT promise to keep this information confidential!
- Try to make mental/short written notes of any details shared.
- Do NOT ask a camper to repeat any details.
- Assure the camper that they will be taken care of and protected.

Prohibited Physical Contact

Any physical contact that violates the comfort level of the person being touched is prohibited. This includes touch that is achieved through the use of power on the part of the person doing the touching. It also includes touch that is given or forced on another person for the primary satisfaction of the toucher - not the person being touched. Examples of prohibited touch include:

- Sexual contact of any kind with a camper
- Physical force (hitting, arm twisting, pinching, towel whipping, slapping, etc.)
- "Hazing" activities which can be physically, sexually, and/or emotionally abusive and cause psychological harm, e.g., touching and/or in any way playing with a camper while he/she is sleeping.

Staff members should gently set limits when campers seek excessive, inappropriate, or sexual attention and obtain support for campers who continually struggle with these limits. Additionally, all staff members should be mindful of the camper's behavior and actions, taking notice of behaviors that may be suggestive of past abuse, as communicated during training. Such behaviors should be communicated to camp leadership as soon as possible.

Verbal Boundaries with Campers

Verbal interactions should always remain camp professional. Staff should never make comments about camper appearance, engage in discussions of dating or personal matters, encourage camper relationships, tell inappropriate jokes, speak about romance or romantic topics, provide sex education, convey inappropriate personal stories, tell secrets, or engage in anything other than camp professional conversations with campers.

Personnel Files

Camp Barney maintains up-to-date personnel files on all employees. It is essential for each employee to furnish correct and, if necessary, updated information to the Camp Office promptly as well as to maintain the names of persons to contact in case of an emergency. Camp Barney will utilize this information to implement benefits, **if applicable**, and to provide information, where necessary, to those who permissibly need to know. Such information would include: (a) Home address; (b) Home telephone number, fax, or e-mail; (c) Emergency contact; (d) Marital status and number of dependents; (e) Military status; (f) Medical insurance status.

An employee can arrange to review their own personnel file by contacting the Camp Office.

Commitment to Workplace Diversity

As a Jewish organization with a diverse workforce, Camp Barney is committed to acknowledging the diversity of its employees in ways that enhance camp's and staff's knowledge and mutual respect.

Camp Barney seeks to promote respect and understanding among the staff in multiple ways, including treating all employees with dignity and respect and developing educational and cultural programs, from time to time, designed to build respect for diverse cultural values and differences. Please refer to Camp's Barney's values of Making a Positive Difference and Community.

Equal Employment Opportunity

Camp Barney maintains a policy of equal employment opportunity and ensures equal opportunity for employees and applicants for employment. Camp Barney will hire, train, assign, promote, compensate, discipline, lay off, and dismiss employees without regard to race, color, religion, creed, sex, age, sexual orientation, national origin, marital or veteran status, disability, or citizenship, as well as other classifications protected by applicable federal, state, local, or other laws.

Where Jewish knowledge, religious education, and/or being Jewish is necessary for certain positions, such will be required.

Camp Barney's equal employment opportunity philosophy applies to all aspects of employment, with the exception as noted above, including recruitment, hiring, training, assignment, transfer, compensation, benefits, promotion, educational assistance, discipline, layoff, termination, and social activities.

Americans with Disabilities Act

Camp Barney believes in hiring, assigning, and promoting individuals based on qualifications and merit. It is Camp Barney's policy that all employment practices, including the consideration of applications, hiring, promotions, layoff, recall from layoff, training, compensation, benefits and other terms, privileges, and conditions of employment, be free from discrimination of any kind, including discrimination based on real or perceived disability.

A qualified individual with a disability who meets the skill, experience, or other requirements of a position that they hold or seek and who can perform the "essential functions" of the position, with or without reasonable accommodation shall be considered equally with other candidates or employees with the same or similar qualifications.

Solicitation and Distribution

Employees must not solicit other employees or distribute non-Camp Barney literature during employment to the extent that such conduct would interfere with the employee's performance or functions. This also includes solicitation and distribution by the telephone, fax, and e-mail. Non-employees of Camp Barney and those who are not approved vendors are prohibited from distributing literature of any kind or soliciting employees for any purpose at any time on Camp Barney property.

Internet and Social Media Policy

Camp Barney Medintz/MJCCA is committed to ensuring the emotional safety of our staff, campers, families, donors, volunteers, and members when using any form of social media, and this commitment applies to every CBM staff member. As an employee of CBM, your online actions directly contribute to the reputation of camp and parents' ability to entrust their children and their safety to CBM.

Therefore, the following must be adhered to as a condition of employment:

Confidentiality

1. It is prohibited to discuss or disclose confidential, work-related matters through social media.
2. Protect our members, donors, staff, children, and volunteers' privacy in compliance with applicable Privacy Policies (i.e. HIPAA & PHI), IT Security Policies, and all CBM/MJCCA Internal Policies.

Respect

1. Never disparage the CBM/MJCCA name or official logos. Respect all copyrights and trademarks. Do not use or post trademarks, copyrighted information, or logos unless sanctioned or approved by CBM.
2. Never discriminate, harass, or comment/post in a derogatory manner about CBM/MJCCA and its staff, donors, members, campers/children, or volunteers of the CBM/MJCCA when using social media.
3. Never use the internet, email, blogs, or any other site as a vehicle for gossip, rumors, or to defame staff, donors, members, or campers of CBM/MJCCA.

Responsibility

- All online communications with campers must be always kept camp appropriate. Staff should never communicate with campers outside of camp unless for professional reasons.
1. Never publish pictures of campers on the internet or send pictures via cell phone, email, text, social media, or instant message unless authorized by management and in accordance with the guidelines set forth in this policy.
 2. All online connections between campers and staff should be initiated by campers.

Ambassador

1. Never allow pictures or videos of oneself to be seen on the internet and/or use the internet or email in a way that would be considered unprofessional or lewd or would compromise your ability to be considered a positive role model and representative of the CBM/MJCCA.
2. Never engage in sexually explicit, suggestive, humiliating, or demeaning comments in any online communication or social media.
3. Remove any material that contains obscenities, profanity, or vulgar language you currently have on the internet.
4. When in doubt, don't post. Please do not post anything that you do not want your boss, colleagues, members, campers, or parents to know about. What you post on the internet is permanent.

Risk and Responsibility

You are responsible for what you post and may be personally subject to legal action if your post is threatening, obscene, pornographic, sexually explicit, defamatory, harassing, or otherwise in violation of the law. You may also be held legally liable if your post includes confidential or proprietary information belonging to the CBM/MJCCA and its staff, members, donors, campers/children, or volunteers.

Camp Barney Medintz and the MJCCA reserve the right to monitor and review the use of social media, including but not limited to statements/comments posted on the internet or other types of openly accessible forums. Any violations of this Policy may result in disciplinary action up to and including termination.

Camp Operations

Birthdays

A wonderful celebration awaits campers and staff whose birthday occurs during their time at camp, including singing and dancing by everyone in camp! Traditionally, a person whose birthday is being celebrated is lifted on a chair. Participation is optional. Please notify your supervisor at least one week in advance if you do not wish to have your birthday celebrated at camp.

Office

Any business that must be conducted with the administrative office can be discussed during office hours. Office hours are posted in the front of the office.

All equipment in the Administrative Office – phones, computers, copiers, fax machines, etc. – is off-limits to staff members without permission from the office staff.

Staff can store important documents in the office, including passports and plane tickets. These documents will be kept in locked storage in the office. Staff can also store any small valuable items (no larger than a laptop) that they would prefer not to keep in their cabin in locked storage in the office. Note that camp is a rustic setting, and we recommend against bringing expensive clothing or valuables.

The “Scotty” Staff Lounge

The “Scotty” Staff Lounge is a great place to relax and cool down in your time off. The Staff Lounge consists of two large, air-conditioned rooms and a deck overlooking Lake Louis. Vending machines, couches, televisions, and video game consoles are available for staff use in the Staff Lounge. There are also several computers available for staff use including web browsing and video chat. These computers should not be used to access explicit, inappropriate, or illegal content.

The Staff Lounge deck is the only place in camp where smoking or vaping is permitted.

The Staff Lounge is open daily from 6:00 AM – 12:50 AM. Use of the staff lounge should never interfere with staff members’ job responsibilities, particularly supervising children.

Closed Camp

The gate at the entrance of camp is closed and monitored by security personnel 24 hours a day. Staff will be given a code to enter camp property and that code must not be shared.

Staff are only permitted on camp property during their employment contract and must have permission from an Assistant Director, Associate Director, or the Camp Director to come to camp outside of the contracted times.

Community Care

At Camp Barney Medintz, we know it is vital that all campers and staff have access to mental, social, and emotional support while at camp. Our Community Care team of licensed therapists and mental health professionals is on-site all summer to provide support for campers and staff. The Community Care team is available to provide guidance and a listening ear as it relates to staff being able to perform their jobs and be a part of our camp community. Please understand that camp is not a therapeutic environment, and our team is not present to provide formal therapy or related interventions.

The Gail and Lyons Den, affectionately known as “The Den,” is an ideal space for campers and staff to process emotions and take needed breaks and is also the home base for the Community Care team. Camp Barney Medintz recognizes the importance of having this unique space for those in need of support.

Shabbat

Shabbat (Judaism’s Day of rest) is a special time at camp from Friday evening to Saturday evening. It is intentionally different from a typical day at camp. On Friday nights and Saturday mornings, campers and staff gather in our Chapel to sing songs and prayers in unique Camp Barney melodies. Saturdays are filled with rest, meaningful unit programming, and other camp wide activities. We end Shabbat together as a camp as we welcome the new week ahead.

Dining Hall

One of the central gathering spaces of camp. All our campers and staff eat meals together three times a day. Our dining hall serves kosher food and offers a variety of fresh fruits and vegetables in addition to the main entrée being served. Camp Barney is committed to being able to accommodate food allergies and other special dietary needs. Please note that we are a nut-free camp and will not serve any nut products at camp.

Canteen

During Rest Hour on Sunday – Friday, campers and staff can receive one snack from canteen. To receive canteen, a request form must be submitted during breakfast (indicating which snack each person would like). Counselors will fill out a form for their cabin group (including all campers and counselors). Head Specialists or support supervisors will fill out a form for their staff. Forms are available near the doors in the dining hall and should be returned to the same location.

The canteen is located on the porch below the Marcus Health Center. Counselors are responsible for collecting and distributing canteen for their cabin. Head Specialists and support supervisors are responsible for collecting and distributing canteen for their staff (or delegating to a member of their team). To avoid crowding, only counselors, Head Specialists, and support supervisors should go to the canteen deck during Rest Hour.

Cabin Clean Up and Inspection

Respecting our camp environment is one of our core values. Staff members are expected to maintain their living spaces throughout the summer. At the end of each session, cabins will be inspected, and staff members will be required to thoroughly clean their cabins prior to leaving camp. To ensure the safety of our community and the integrity of our facilities, Camp Barney leadership team has the right to enter any living spaces and to search any personal property in those spaces.

Laundry

Staff who live in the Atlanta area are expected to do laundry at home during their days off. For any staff who live outside of the Atlanta area, or for head staff members, we offer a complimentary laundry service at the Village 1 Porch that is available throughout the week. Typical turnaround time is 24-48 hours after the laundry has been dropped off.

Camp Wide Programs

Barneyroo

Barneyroo is a fun mix between a carnival and talent show. The younger campers come and can go to different and fun booths hosted by Specialist staff. After, the whole camp comes together to enjoy a staff talent show.

Color War

A day-long competition that involves all of camp breaking into 4 colors (teams)! Each team is led by staff captains who help campers stay involved and excited throughout the day. Each color competes in different activities throughout the day to earn points. The points allow older campers access to materials to build a raft. Color War concludes with the whole camp sitting at the Chapel cheering as older campers paddle their raft across the lake! The actual date of Color War is a surprise to campers, as is the theme!

Israel Day

Bringing Israel to CBM for the day! Led by our Israeli staff, our campers enjoy a fun and engaging day as they experience the culture of Israel through activities, music, dancing and authentic Israeli food. Campers and staff are encouraged to wear blue and white!

The Play

Camp Barney puts on a play every session! Theatre staff work with campers to learn their lines and perform an amazing show on the second to last day of camp. All of camp shows up to support the campers and staff participating in the play.

Repairs / Maintenance

Camp Barney has a year-round Facilities Team and a seasonal support staff that work incredibly hard to ensure the facilities are usable, safe, and look presentable for campers and staff. Occasionally, there will be a need for repairs or maintenance given the size and scope of the camp. If a staff member notices any part of the facility in need of repair or maintenance, they should immediately complete a [Maintenance Request Form](#). However, if staff notice a condition that poses an immediate safety risk, they should notify a supervisor before completing a maintenance request.

Payment Schedule

Staff arriving on or before May 21st: Paid at the end of May (May 30), the end of 1st session (July 3), and the end of 2nd session (August 1).

Staff arriving after May 21st: Paid at the end of 1st session (July 3) and the end of 2nd session (August 1).

To prevent international staff from needing to open a bank account, Camp Barney will distribute a debit card on which payment will be deposited. Domestic staff will receive payment via check or, in certain circumstances, direct deposit.

For staff eligible for a completion bonus, the final payment will include the completion bonus. All payments made prior to the final payment will not include the completion bonus and will be the appropriate percentage of the total contracted payment minus the completion bonus.

Lost Camper

At all times, each camper should have at least one staff member who is accountable for their location and well-being. If the staff member responsible for a camper realizes that they do not know where that camper is, they should spend no more than 5 minutes checking possible locations where the camper may be. If unable to find the camper within 5 minutes (or if the staff member suspects that immediate assistance is required), the staff member should immediately notify their supervisor, one of the camp directors, or the camp office.

The staff member should be prepared to share:

- The camper's name
- A physical description of the camper
- Where and when the camper was last seen
- Who saw them last and who was the camper with
- What the camper was wearing
- The camper's state of mind (a camper who does not wish to be found will require a wider and more careful search)
- Anything the camper said that might provide details on where they went
- Any additional information related to the camper that may be helpful

Regardless of who is contacted first, they will immediately contact a camp director who will begin to coordinate the search process as outlined in the Lost Camper Protocol. Staff will be trained in their specific search responsibilities during staff training.

Severe Weather

Throughout a typical summer, Camp Barney will experience beautiful days, gorgeous sunsets, and, occasionally, severe thunderstorms. In some cases, the weather may be counterintuitive, looking threatening when risk is actually low or appearing clear when a threat may be imminent. Camp Directors use several monitoring tools to assess risk.

We utilize the CBM Staff WhatsApp group to disseminate weather-related information. Staff will be invited to the group with the cell phone number that they used upon applying for camp. Any staff who do not have access with their preferred phone should request access from an appropriate member of senior staff.

In the event of an increased possibility of a lightning strike at camp, an authorized member of the senior staff team will post to the group to indicate “WARNING” status. At warning status, staff should return to their cabin or other safe shelter. If they are responsible for campers, they should escort campers to their cabins. In the event of a high probability of a lightning strike at camp, an authorized member of the senior staff team will post to the group to indicate “RED ALERT” status. At red alert status, everyone should immediately move to the nearest available shelter. Any groups on a campout should shelter in place and await further instruction.

Once the storms have moved out of the area and the Thor Guard is no longer detecting a chance of a lightning strike at camp, an authorized member of the senior staff team will post to the group to indicate “ALL CLEAR” status. At this point, everyone should go to the activity period that is scheduled for that time of the day or return to the period they left if there is more than 20 minutes remaining in that period.

Any building with a permanent fixed roof and floor can be considered a safe shelter. In the event of high winds or very heavy rain that result in flooding, some buildings may be unsuitable. It is important that nobody is in standing water during an electrical storm. In a particularly bad storm, attempt to reach a more protected shelter. If we are already under red alert and your shelter begins to become unsafe, attempt to contact a director for advice prior to moving. If unable to reach a director, staff should make a judgment call about the risk of moving against the risk of staying. JIT tents are not considered shelter. JIT staff should move all campers to the JIT Porch or Babbit Center.

Incident Report Forms

Immediately following any incident or injury that requires treatment in the health center or a near miss that may have resulted in significant injury, the most senior staff member on site at the time of the incident is responsible for filling out an [incident report form](#).

Dangerous Animal Protocol

Dangerous animals include venomous snakes, stinging or biting insects near activity or living areas, bears, coyotes, or other similar animals. In all situations, staff will keep themselves and campers away from the animal and, depending on the situation, either notify a director or put in a maintenance request.

Daily Schedule

7:15am	Wake up
8:00am	Breakfast
8:45am	Cabin Cleanup, med line/sick call
9:15am	Activity 1
10:30am	Activity 2
11:45am	Lunch
12:45pm	Activity 3
2:00pm	Rest Hour/Mail/Canteen
3:00pm	Activity 4
4:15pm	Activity 5
5:45pm	Dinner
6:45pm	Activity 6
8:00pm	Activity 7
8:45pm	Milk Line (milk & cookies!)
9:15pm	Lights out for younger campers Activity 8/evening activity for older campers
10:00 - 11:00pm	Lights out for older campers

The schedule will vary during Shabbat, late breakfast days, for campouts, and camp wide program days.

Camp Song: Our Summer Place

CHORUS:

As the light of each summer's day reaches its end,
I'll sit by the fire with all my new friends.
A million tomorrows will never erase
The fun and the joy, the beauty of Our Summer Place
Our Summer Place, Our Summer Place, Our Summer Place.

My memories of Camp will stay with me always,
The green of the pine trees, the blue of the sky.
And when I do leave here, it will be but briefly,
And when I am gone I will sigh (ohhhh).

CHORUS

The lakes and the Sabbath will always remain
Symbols of good times for you and for me.
And for Camp Barney Medintz, it's you that we cherish,
And near you we all long to be.

CHORUS

Camper Bill of Rights

1. Every camper has the right to be treated as an individual, throughout the experience of learning what it means to be a member of a group.
2. Every camper has the right to expect love and affection from their counselor if for no reason other than the fact that the camper is a human being.
3. Every camper has the right to know that they are wonderful, smart, loving, and appreciated.
4. Every camper has the right to work at their own pace, regardless of the pace of the group, even if at times this right needs to be adjusted according to the needs of the group.
5. Every camper has the right to fail, make mistakes and have a bad day and suffer no loss of love because of it.
6. Every camper has the right to have fun and be thoroughly enthusiastic (to the degree that the schedule, structure, and safety permit).
7. Every camper has the right to receive adult attention and be listened to seriously.
8. Every camper has the right to criticize, help create change, and offer suggestions about the structure of the program in a respectful, constructive, and tactful way.
9. Every camper has the right to expect the same respect and recognition as a human being that their counselor would give to another staff member.
10. Every camper has the right to expect advocacy from their counselor when it comes to peer pressure, physical abuse and other forms of mistreatment on the part of other campers and staff.
11. Every camper has the right to learn in an environment designed to enhance and stimulate their abilities and intellectual pursuits.
12. Every camper has the right to be safe and protected, physically and emotionally, at all times.