

CONTACTS AT CAMP SWATARA

Unsure of who to contact? Please reference this quick guide to put you in touch with the Camp Swatara staff member best suited to address your needs.

<u>Area of Interest</u>	<u>Contact Person</u>	<u>Phone Number</u>
Camper Registration	Justine Eckert	717-933-8510
Campground Reservations	Jonathan Yenser	717-933-5244
Donations	Tim Courtright	717-933-8510
FAX Number		717-933-7064
Food Service	Gerald Sutyak	717-933-8510
Retreat/Day Use Scheduling	Janelle Rebman	717-933-8510
Summer Camps, Year-Round Programs	Justine Eckert Zachary Busch	717-933-8510
Workdays	Andrew Wise	717-701-7087
E-mail: Building & Grounds	maintenance@campswatara.org	
Executive Director	executive@campswatara.org	
Family Camp Manager	familycamp@campswatara.org	
Food Service Manager	foodservice@campswatara.org	
Housekeeping Manager	housekeeping@campswatara.org	
Office Manager	info@campswatara.org	
Program Managers	program@campswatara.org	

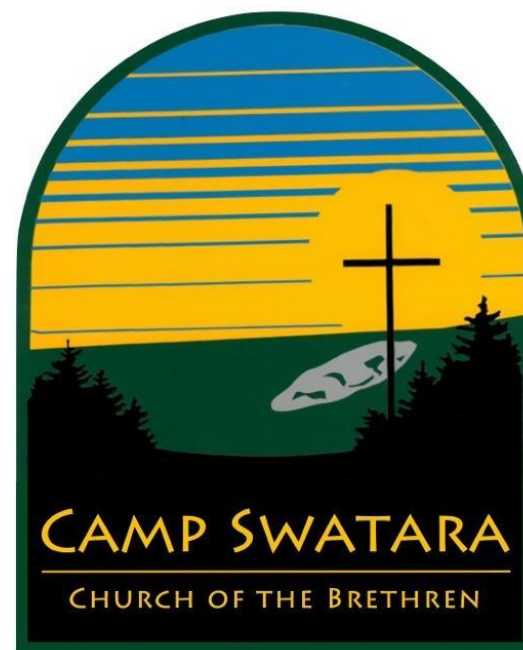
The purpose of Camp Swatara is to provide opportunities in the natural setting for persons of all ages to grow in their relationship with Jesus Christ so that they may live their lives in total discipleship for Him.

Faith Formed, Memories Made, God Glorified

CAMP SWATARA

CAMP REPRESENTATIVES

2024 MANUAL



2905 CAMP SWATARA RD
BETHEL, PA 19507

www.campswatara.org

STAFF SERVING AT CAMP SWATARA

Andrew Wise	Building & Grounds Manager
Daniel Bryan	Assistant Housekeeping Manager
Gerald Sutyak	Food Service Manager
Janelle Rebman	Office Manager
Jonathan Yenser	Family Camp Manager
Justine Eckert	Program Administration Manager
Nathan Dieter	Housekeeping Manager
Tim Courtright	Executive Director
Zachary Busch	Program Experiences Manager

CAMP SWATARA BOARD OF TRUSTEES

Pamela Gerberich	Chair	2027
Jason Haldeman	Chair Elect	2026
Annalie Heinz	Secretary	2025
Bethany Wentling	Ministry Chairperson	2028
Tom Jensen	Hospitality Chairperson	2024
William Vanderslice	Property Chairperson	2024
David Shissler	Interim Treasurer	

QUALIFICATIONS OF CAMP REPRESENTATIVES

Persons accepting the position of Camp Representative for a congregation agree to fulfill the outlined responsibilities during their service. We expect that the person is an adult having the maturity and commitment to meet the requirements of the position. Persons serving as Camp Representatives may serve for an indefinite term, as per local congregational policy or agreement.

As a Camp Representative, it is important that you believe in and support Camp's ministry. Experience has shown that if one person is excited about a program, that excitement spreads. You can set an example by being involved in the camping program yourself and then, through your experience, share Camp with others.

The Camp Swatara Staff thank you for your investment!

PROVIDE RETREAT INFORMATION

Camp Reps will receive information on Camp's retreat facilities. Please familiarize yourself with what is available for your church family at Camp Swatara. Rate information is available by request. Interested parties may fill out a request form on the website under the retreats tab. Six months to a year in advance is necessary to reserve some facilities.

BASIC RETREAT FACILITY INFORMATION

Winterized

West Lodge	1 large meeting room Sleeps 10 in 2 rooms	Large Kitchen 2 Bathrooms
West Retreat	1 large meeting room Sleeps 25 in 5 rooms	Kitchen 2 Bathrooms
4 West Cabins	Sleeps 20 each/1 room Handicap Accessible	2 Bathrooms
North Lodge	Sleeps 20 – 50 in 10 rooms 1 Lounge, 1 Conference	2 Kitchenettes 12 Bathrooms
5 East Cabins	Sleeps 20 each/1 room Handicap Accessible	Bathhouse nearby

Non-Winterized (Restroom facilities in bath houses nearby)

East Area	3 cabins that sleep 10 each No heat – spring & summer use only
West Area	2 cabins that sleep 10 each No heat – spring & summer use only

Dining Halls

The East Lodge has two winterized halls for both dining and programming. One hall will seat up to 176 and one hall will seat up to 160 for meals or meetings. These halls are available for day and overnight use weekdays and weekends. Camp Staff can provide food service for guests contracting in these dining areas.

FAMILY CAMPING CENTER

Camp Swatara's Family Camping Center includes tent, RV, and cabin rentals, hosting 107 regular sites and 33 reserved sites, most with hookups. Family Camping Center brochures are available to display and distribute which include special events and activities offered in the campground. Worship services are held most Sunday mornings in our Fellowship Hall from Memorial Day through Labor Day. Be sure to also publicize our Annual Family Camping Center Auction held the Saturday of Labor Day weekend.

FCC RESERVATION INFORMATION

Visit us online at www.campswatara.org to learn more about the campground, review regulations, view availability, and make a reservation!

Reservations:

- Process –
 - Accepted on a first-come, first-served basis.
 - Reservations may be made online at: <https://www.campswatara.org/familycamp> year-round up to 11 months in advance.
- Individual Reservations (less than 5 sites) – Full payment is due at the time of reservation. All payments are non-refundable.
- Group Reservations (5 or more sites) – Groups must rebook any sites used for the following year before leaving the campground. Full payment is due 2 months before the event dates. See group reservation information for more details.

RESPONSIBILITIES OF CAMP REPRESENTATIVES

1. LISTEN FOR FEEDBACK and IDEAS

As a Camp Rep, please take time to talk with and listen to peoples' joys and concerns about Camp Swatara. One key purpose in cultivating Camp Reps is to communicate and connect around feedback and ideas. Call, write, fax, or e-mail us with feedback, ideas, joys, or concerns, that benefit and strengthen Camp Swatara. You are a vital link between the local congregation and Camp.

2. SHARE CAMP INFORMATION WITH YOUR CHURCH

Camp brochures, flyers, and announcements only reach potential campers, leaders, and volunteers with your help. A regular newsletter will be posted on the website, and you can sign-up to receive them by email.

3. HELP IDENTIFY VOLUNTEER LEADERS AND POTENTIAL CAMP STAFF MEMBERS

Be a part of the process to invite leaders to serve as volunteers or as paid staff members. As you and your church identify Camp leaders, we can work together in developing ministry leaders for our communities and ministries.

4. PROVIDE INFORMATION ABOUT FCC AND RETREAT FACILITIES.

Inform your church family about the many opportunities at Camp Swatara for retreat and campground experiences from our 700 acres for exploring to team building and program possibilities. Plan ahead!

5. CHECK THE CAMP WEBSITE REGULARLY FOR UPDATES, SPECIAL EVENTS AND REFER OTHERS TO THE WEBSITE FOR INFORMATION – www.campswatara.org

SHARING CAMP INFORMATION WITH YOUR CONGREGATION

You will be able to access the Calendar of Events and Event Flyers on our website. After familiarizing yourself with the information, please be in touch with Camp regarding any questions. The following are some ideas for distributing this information:

1. Identify which programs are available for which age groups. Request visits to your Sunday School classes, share about our Family Camping Center, family activities/programs, retreats, and highlight Summer and Year-round programs. Identify a helper to cover more classes as needed. Be sure you also share how the church will help with the cost of Camp (if applicable) and the process for receiving that help. (Good as Gold)
2. Offer a special Camp program during the Sunday School hour. This could be held on a Camp emphasis Sunday. Use pictures, video, or have previous campers share their experiences and memories. Invite Camp staff to do a presentation.
3. With planning, share brief announcements regularly during morning worship. Regularly place information in the bulletin, church newsletter, and if applicable, on the church website.
4. Develop a centrally located Camp bulletin board where brochures and fliers can have high visibility near high traffic. Materials for your bulletin board are available on the Camp website.
5. Schedule temporary use of the camp display for an assigned Sunday or two to grab attention.
6. Share the special events available at Camp Swatara which are great primers for our Programs offered throughout the year:

BUILDINGS & GROUNDS

Our facility has over 60 structures on about 700 acres of land and requires ongoing repair, cleaning, remodeling, and up-keep. Camp Swatara has specifically scheduled workdays each year that Camp representatives can help out to recruit volunteers. Camp staff are also open to groups scheduling a separate time to come and work on specific projects. Our Building and Grounds Manager and Staff typically supervise work crews. Camp Swatara workdays include:

Trails Workdays

(Trail Maintenance)

Trail Mix & Maintenance – March 23, 2024

Ice Cream & Trail Clean – July 13, 2024

Family Camp Workdays

(Open and Close the Family Camping Center in the spring and fall of each year)

April 6 and October 26, 2024

Other Workdays

Paul Bunyan Day – March 9, 2024

(Take on the responsibility of repair and upkeep of a building or area of Camp. Select a project by contacting the Camp office)

Challenge Course Instructor Training

May 3-5, 2024

The Challenge Course is overseen by trained & qualified volunteers. Workdays are scheduled and facilitated by this group and are open to anyone interested in helping or learning more about our course.

GOOD AS GOLD CERTIFICATES


A congregation, individual, class, or organization offering partial or full scholarships for their members attending camp need to use the Good as Gold Certificates provided by the Camp office. These certificates are completed and made payable to the camper in the amount of the scholarship each congregation, individual, class, or organization designates. Your church's and Camp representative's names also appear on the certificate.

NOTE: Completed certificates can either be brought with the camper to registration OR mailed to the Camp Office in advance of the camper's registered program.

After each season, sponsors will receive an invoice from the Camp Office. Prompt payment is expected through a single transaction/payment for all camper recipients. If you have questions about the process, please call the Camp Office.

PLEASE REMEMBER: Camp Representatives receive the only invoice and must ensure that it is paid promptly by the church treasurer.

(See sample Good as Gold certificate below.)

CAMP SWATARA GOOD AS GOLD CERTIFICATE	
PAY TO THE ORDER OF _____ \$ _____	(AMOUNT)
(CAMPER NAME)	
CONTRIBUTED/AUTHORIZED BY _____	
(PLEASE PRINT NAME/CONGREGATION/ORGANIZATION)	
SIGNED _____	DATE _____
(CAMP REPRESENTATIVE)	
EMAIL _____ PHONE NUMBER () _____	
THIS GOOD AS GOLD CERTIFICATE WILL REDUCE THE BALANCE DUE BY THE AMOUNT INDICATED WHEN THE CAMPER PRESENTS IT AT THE TIME OF REGISTRATION AT CAMP SWATARA. THIS CERTIFICATE IS NOT TRANSFERABLE, NOR IS IT REDEEMABLE ONE YEAR AFTER DATE.	
	

- Outdoor Ed for Families (maple syruping, fire building, etc.)
- Intergenerational Events (Big & Small)
- Fundraisers & Work Parties (Contributors Dinner, Ice Cream & Trail Clean, Trail Mix and Maintenance, Camperships, Family Camping Center Auction, etc.)

CAMP SWATARA 2024 CALENDAR OF EVENTS

JANUARY
19 - 20 Board of Trustees Retreat (Snow - Remote)


FEBRUARY
10 Camp Rep Gathering

MARCH
9 Paul Bunyan Day
14 Outdoor ED A - Maple Syrup Making 101 (grades K-6)
11 Maple Syrup Making 101
25 Trail Mix & Maintenance
27 Outdoor Education B (grades K-6)

APRIL
2 Board of Trustees Meeting
5 - 7 Opening Weekend for Family Camp
6 Family Camp Opening Weekday
11 Outdoor Education A (grades K-6)
20 Spring into Swatara
24 Outdoor Education B (grades K-6)

MAY
5 - 8 Challenge Course Instructor Training
9 Outdoor Education A (grades K-6)
10 - 12 Free Mini Golf for Mothers
11 Movie Night in the Campground
22 Outdoor Education B (grades K-6)

JUNE
1 Strawberry Festival
8 Movie Night in the Campground
8 - 13 Counselor Training
14 - 15 Big & Small I (grades K-6)
14 - 16 Free Mini Golf for Fathers
16 - 20 Monarch I (ages 10-12)
22 - 29 Musical (grades 7-12)
25 - 28 Mountainside (grades 7-12)
30 Sprouts I (grades 1-5) (through July 2nd)
30 Creative Arts (grades 4 - 6) (through July 2nd)



JULY
2 - 5 Sprouts II (grades 1-5)
3 - 7 Church of the Brethren Annual Conference
5 - 6 Big & Small II (grades K - 3)
6 Miniature Golf Tournament
7 - 11 Monarch II (ages 10+)
Eco Camp (grades 6 - 10)
Ice Cream & Trail Clean
15 Movie Night in the Campground
15 - 18 Sprouts Day Camp (grades 3 - 6)
16 Board of Trustees Meeting
21 25 Maples (grades 1 - 4)
21 - 25 Camp Eureka (grades 2 - 5)

AUGUST
1 - 5 Young Adult Retreat (ages 18+)
10 Pancake Breakfast
Movie Night in the Campground
16 - 17 ANE Women's Camp
24 Mother & Daughter Weekend (grades 1 - 6)
31 Labor Day Auction for Family Camp

SEPTEMBER
12 Outdoor Education A (grades K-6)
13 Movie Night in the Campground
Fall Festival
20 - 21 Father & Son Weekend (grades 1 - 6)
25 Outdoor Education B (grades K-6)

OCTOBER
8 Board of Trustees Meeting
10 Outdoor Education A (grades K-6)
19 Movie Night in the Campground
23 Outdoor Education B (grades K-6)
26 - 27 Closing Weekend for Family Camp
28 Family Camp Closing Weekday

NOVEMBER
2 Annual Contributor's Dinner
14 Outdoor Education & Potluck

DECEMBER
11 Staff & Volunteer Reception

MORE INFORMATION - PLEASE VISIT
WWW.CAMPSWATARA.ORG

CAMPERSHIPS

Camperships may be available to qualifying families through Camp Swatara. As well, many individual churches also aid their campers in attending Camp programs. Requests may be made by completing the form on our website (under Summer Camp – Camperships).

Families impacted by incarceration may also receive designated scholarships through our Dallas SCI Scholarship Fund.

SUMMER STAFF OPPORTUNITIES

Many paid positions are available each summer to candidates eighteen and older, with few positions available for fourteen to seventeen-year-olds. Positions are posted with descriptions on the Camp website, as well as on our available flyers.

Camp seeks mature, growing Christians to lead in these positions. Interviews, reference and background checks, and clearances are required once applications are received and processed.

AVAILABLE SUMMER POSITIONS:

Counselors	Food Service	Housekeeping
Lifeguards	Nursing	Storekeepers
Campground Hosts	Building & Grounds	Program Flex Staff

SUMMER CAMP THEME 2024



Spring into Swatara April 20, 2024

**CAMP SUNDAY
April 14, 2024**

Camp Swatara suggests that this Sunday is for a special emphasis on the Camp's ministry. Be creative in communicating and celebrating Camp Swatara on this day!

VOLUNTEER LEADERSHIP OPPORTUNITIES

Volunteer leaders are instrumental in the implementation of the camping program, which requires many hands and hearts. It's important for our ministry to families and campers that there are enough counselors, resource leaders, & directors for each program. Folks who volunteer must have a dedicated Christian faith and enjoy working with young children & youth. Calling out enough leadership has become more of a challenge over the past several years. Camp Representatives serve a significant role in the process of recruiting.

Leaders for each Camp are invited through several ways. Camp directors often help by locating counselors for their particular session. Camp also sends emails as well as making calls to round up leaders to staff the remaining openings. The following are ways Camp Representatives can join us in this important task:

1. Share the volunteer flyer.
2. Meet with church leaders to identify and invite Camp volunteers, connecting with Camp staff as applicable.
3. Be aware of the qualifications and required background checks for volunteers.
4. Pursue individuals who would best fit a Camp role.
5. Contact the staff candidate:
 - a. Hand them a schedule and volunteer flyer and encourage them to be a part of impacting lives for Christ.
 - b. When they're ready to commit, have them complete an online application.
6. Refer their name(s) and contact information to the Office Manager.
7. Send potential volunteers to training events held by the Camp staff.

NOTE: Our goal is that each church commits at least ONE volunteer leader for up to every seven campers they send.