



Camp Best Friends: **iNSPIRE!**  
2016 Staff Training and Orientation  
May 31<sup>st</sup> – June 3<sup>rd</sup>, 2016  
Adamsville Recreation Center and Assigned Location

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**Tuesday, May 31<sup>st</sup>, 2016**

<b>8:00 AM</b>	Staff Arrival and Sign-In
<b>8:45 AM</b>	<i>Welcome</i> LaChandra Burks, Executive Director
<b>8:50 AM</b>	Overview of Week
<b>9:00 AM – 12:00 PM</b>	Child Safety Sexual Harassment0 Customer C.A.R.E.
<b>12:00 PM – 1:00 PM</b>	Lunch
<b>1:00 PM – 3:00 PM</b>	CPR Training
<b>3:00 PM – 3:30 PM</b>	Debriefing Dismissal

(All activities in Large Multipurpose Room)

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**Notes:**

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**Wednesday, June 1, 2016**

**8:00 AM**

Staff Arrival and Sign In  
(Large Multipurpose Room)

**8:30 AM**

Overview / CBF History

*Interns will now break up in pre-selected groups (sites grouped in clusters Centers of Hope, Specialty, etc.) and rotate to designate workshops at specific times. Administrative Staff must initial interns "stat form" at the end of each workshop for full credit.*

**9:00 AM – 10:00 AM**

- Group A: *The Keys to Classroom Management*  
(Large Multi - Purpose)
- Group B: *Arts and Crafts Workshop*  
(Arts & Crafts Room)
- Group C: *Creating a Moment of Impact*  
(Small Multi-Room)

**10:00 AM – 10:05 AM**

**Transition / Break**

**10:05 AM – 11:00 AM**

- Group A: *The Keys to Classroom Management*  
(Large Multi - Purpose)
- Group B: *Arts and Crafts Workshop*  
(Arts & Crafts Room)
- Group C: *Creating a Moment of Impact*  
(Small Multi-Room)

**11:00 AM – 11:05 AM**

**Transition / Break**

**11:05 AM – 12:00 PM**

- Group A: *The Keys to Classroom Management*  
(Large Multi - Purpose)
- Group B: *Arts and Crafts Workshop*  
(Arts & Crafts Room)
- Group C: *Creating a Moment of Impact*  
(Small Multi-Room)

**12:00 PM – 1:00 PM**

**Lunch**



1:00 PM – 2:00 PM

Group A: Full *STEAM Ahead*  
(Large-Multi Purpose)  
Group B: \*\*\**CBF Computer Instruction or Teambuilding*  
(Computer Lab) / (Gymnasium)  
Group C: *CBF Time*  
(Teen Room)

2:00 PM – 2:05 PM

**Transition / Break**

2:05 PM – 3:00 PM

Group A: Full *STEAM Ahead*  
(Large-Multi Purpose)  
Group B: \*\*\**CBF Computer Instruction / Teambuilding*  
(Computer Lab) / (Gymnasium)  
Group C: *CBF Time*  
(Teen Room)

3:00 PM – 3:05 PM

**Transition / Break**

3:05 PM – 4:00 PM

Group A: Full *STEAM Ahead*  
(Large-Multi Purpose)  
Group B: \*\*\**CBF Computer Instruction / Teambuilding*  
(Computer Lab) / (Gymnasium)  
Group C: *CBF Time*  
(Teen Room)

4:00 PM – 4:05 PM

**Transition / Break**

4:00 PM – 4:30 PM

Handbook Review / Info Sheet  
(Large – Multi Purpose)  
Debriefing / Dismissal  
\*\*\* Camp director will assign which staff will attend

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**Thursday and Friday, June 2<sup>nd</sup> – 3<sup>rd</sup>, 2016**

**All staff report to assigned campsite at report time to prepare facility for Monday, 1<sup>st</sup> Day of Camp!**

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*\*Attendance is mandatory for hire.*

*\*\*Must complete all rotating workshops for attendance credit.*

