

VOLUNTEER WORK CREW FAQs FOR FAMILIES

Q: WHAT IS EVANS LAKE'S VOLUNTEER WORK CREW?

The Volunteer Work Crew are the support staff team for our Summer Camp. They assist with: program (working with campers), facilities (upkeeping site), food services (dishwashing), and admin (taking photos). Work Crew members commit to at least three sessions during July/August and a 3-5 day training period in late June.

Q: WHAT ARE THE BENEFITS?

Volunteer Work Crew members are able to use their volunteer hours towards their high school graduation requirements. Beyond that, the work at Evans Lake has a strong focus on the environment, and people. That emphasis is increasingly an area of interest for young people and employers. As well, staff members frequently make lifelong friends as they work together over one or more seasons—sometimes returning in future summers in different staff roles. Lastly, whether the volunteer aims to work at Evans Lake in the future or any related field, we get the opportunity to know them well and can thus give them a strong reference, if needed.

Q: WHAT IS THE PROCESS FOR JOINING THE VOLUNTEER WORK CREW?

As this is a volunteer position, folks who want to join apply for the position rather than register for a spot. In March, we'll announce the application periods for that season's positions. When that period opens, applications can be submitted online via our website's staff portal. Once the application period closes and our team has had a chance to review them, all applicants will be contacted and informed whether or not we will be able to have them join the team. Anyone who is at least 16 years old by their first day of work can apply. **Note:** We give preference to folks who are at least 17, as 16 year-olds can still join our Summer Camp programs.

Q: WHAT CAN WE EXPECT AS A FAMILY?

If your child has attended Summer Camp, this may feel like a transition as you won't be receiving updates from Evans Lake throughout the season. As a member of the Volunteer Work Crew, the relationship is between the volunteer (i.e. your child) and Evans Lake (the employer). Because of that, all information about the position (e.g. the result of their application, or their summer schedule) gets shared directly with the volunteer/employee. Families will need to sign a waiver for volunteers to participate in certain activities and training (e.g. ziplining).

Q: WHO SHOULD I SPEAK TO IF I HAVE QUESTIONS ABOUT THE VOLUNTEER WORK CREW?

As the relationship is between the staff member and Evans Lake, questions are best directed to your child. Evans Lake can answer **general** questions about the Volunteer Work Crew (for example, questions like the ones found in this FAQ), but are unable to address **specific** questions about your child (e.g. what is their schedule? How are they performing?). If your child needs some information and they seem unsure whom to reach out to, they can always ask our Volunteer Coordinator (volunteercoordinator@evanslake.com). Volunteers have let us know that learning how to communicate with their supervisor is a valuable part of the work experience.

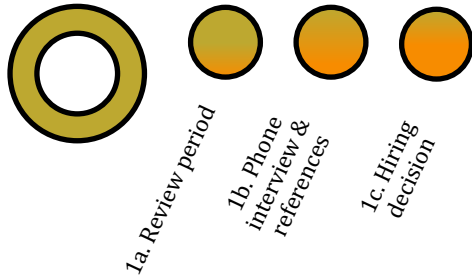
Q: WHAT STEPS ARE TAKEN TO ENSURE THAT THE VOLUNTEERS WILL BE SAFE IN THE WORKPLACE?

The Volunteer Coordinator oversees the Volunteers' work. They lead the Volunteers through their training, provide personal protective equipment (PPE) as required, and answer any questions that volunteers have. Our site has a multi-person first aid team, and we are located 15-minutes from a walk-in clinic and 20-minutes from a hospital if an emergency were to occur.

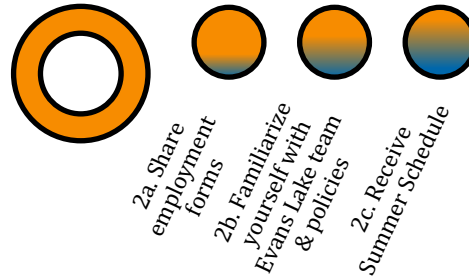
Q: ARE THERE ANY OUT-OF-WORK EVENTS THAT VOLUNTEERS ARE REQUIRED TO ATTEND?

All of the work occurs at Evans Lake with the exception of some overnight hikes or paddling trips that originate from Evans Lake and happen during a Summer Camp session. At the end of the season, there will be a daytime staff appreciation event. Outside of that, there are no out-of-work gatherings that are hosted by Evans Lake.

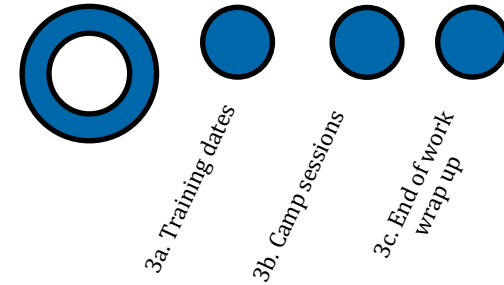
1. Application Period



2. Pre-Employment Period



3. Work Period



Stage:	What that means:	When:
1. Application period	People interested in joining our 2020 Volunteer Work Crew submit an online application to Evans Lake and may participate in an interview.	March 2 – April 19
a. Review period	After the applications close, the Evans Lake team assesses all applications.	April 20-24
b. Phone interview & references	Evans Lake contacts all applicants who have been shortlisted for the team. Depending on the outcome of that conversation, we may request to contact an applicant's references.	April 27- May 1
c. Hiring decision	We inform all applicants of our decision on their application. The availability that an applicant submits is a core part of the hiring decision. Altering that availability after the fact may force Evans Lake to withdraw the volunteer position.	May 4-8
2. Pre-employment period	After an applicant has been hired, this is the period of time leading up to their Work Period where they review and exchange information to prepare for the summer.	May 4 – June 20
a. Share employment forms	Volunteers complete online forms to share things like: special diets & food allergies, t-shirt size (for staff shirt), transport information for training and summer camp dates.	May 11-15
b. Familiarize yourself with team & policies	Volunteers review staff manuals and information specific to their role on the team. This will include a way to introduce yourself to the rest of the team.	June 1
c. Receive Summer Schedule	Evans Lake shares volunteer work schedules.	June 1
3. Work Period	Work dates at Evans Lake (including transport days to/from)	June 20-Aug 22
3a. Training dates	June 20-24, 2020 are mandatory training dates that prepare the team for summer.	June 20-24
3b. Camp sessions	Volunteers assist for at least three of our eight summer camp sessions.	June 20-Aug 22
3c. End of work wrap up	Wrap up, return Evans Lake equipment, and complete post-employment feedback.	Aug 22-Aug 30

We are committed to **INSPIRING** youth
by providing **OUTDOOR** experiential opportunities
Instilling **CORE VALUES** and a **RESPECT** for the **FOREST** and the **ENVIRONMENT**
We **EMPOWER** and **EDUCATE** leaders of the future
In a **CHALLENGING, SOCIAL** and more importantly **FUN** natural setting
Evans Lake – Your home in the forest!