

winterXtreme and Arctic Blast Leader Preparation Checklist

Summer or Fall

- Choose a weekend for your group
- Register with Timber-lee's Main Office at (262) 642-7345
- Collect deposit from students
- Complete registration paperwork by sending in the following:
 - Signed Terms and Conditions Contract
 - Certificate of Insurance
 - Deposit amount as shown in contract

4-8 Weeks Prior to Arrival

- Spread the word in your group!
- Arrange transportation

2-3 Weeks Prior to Arrival

- Communicate final numbers to Camp Timber-lee
- Provide copy of License or Certificate of your group's First Aid/CPR Representative
- Collect final payment from students
- Make Timber-lee aware of any special needs or dietary requirements within your group

While at Camp Timber-lee

- Bring these things with you:
 - Your campers and leaders!
 - Final payment
 - List of participants with emergency contact numbers for Timber-lee's records
 - Completed Health Forms for you to hang on to during the event
- Make great connections with your campers and challenge them in their walk with Christ!

When you get back

- Maintain accountability with campers for the great things that happened at Timber-lee
- Celebrate what God did at Camp
 - Involve the whole church if possible
 - Show a video or slideshow
 - Ask students to share a testimony regarding their spiritual growth
- Repeat