

OKCamps  
**Mobile**  
*Day Camps*

Oklahoma Conference of The UMC

# Host Church *Information Packet*

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## Oklahoma Camp and Retreat Ministries

Oklahoma Conference  
of The United Methodist Church

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# Mobile Day Camp

The Oklahoma Camping ministry is excited to present a new program for local churches. Mobile Day Camp offers churches an opportunity to explore a camping experience for their community.

Your church will have the benefits of a fun-filled camp experience for your membership as well as the opportunity to meet your community.

The program is created to reach out to children ages 7-12 and is offered during the months of June and July.

What is truly unique about this program is that it is facilitated by young adult college students with United Methodist affiliations.

These young adults are recruited and trained especially by our Oklahoma Camp and Retreat Ministries office.



The following pages of this book explain in detail how the program works and how your church can bring this ministry to your church next summer.

# Expectations

Each church will carry out the following activities related to campers and leaders.

Related to campers, each church will:

## Promote camps

Identify families and children within the community to promote Day Camp to. Conduct promotional events, hand out flyers, and engage the community around the opportunity that the Day Camp will provide.

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## Register campers

Register campers and ensure health forms are completed. Provide parents with schedules and communicate times for pickup/drop-off and what to bring to camp.

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## Transport campers

Participating churches will arrange for transportation of campers if traveling from another town/locale.

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## Follow-up with campers and/or families

Churches will follow up with a special service and individual follow-up to engage new children and families in the year-round ministry of that local church.

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Related to Adult/Teen Leaders, each church will:

## Recruit/screen leaders

Identify and enlist at least 5 adults and/or high school-aged teens to support the Day Camp Program and provide transportation (if needed).

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## Identify a Camp Coordinator

This person will coordinate the activities of the church, including registration, promotion, scheduling and follow-up. This person does not have to do all of these things—just coordinate, ensuring these details are covered.

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## Ensure leaders are trained

Make certain that all leaders are trained regarding Safe Sanctuaries, basic expectations, roles, and responsibilities in all three phases of the Day Camp model (Pre-camp, Camp, and Post-Camp activities) and have completed a background check.

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## Provide housing and meals for day camp team

During the week, churches will arrange for housing and provide meals for the Day Camp team.

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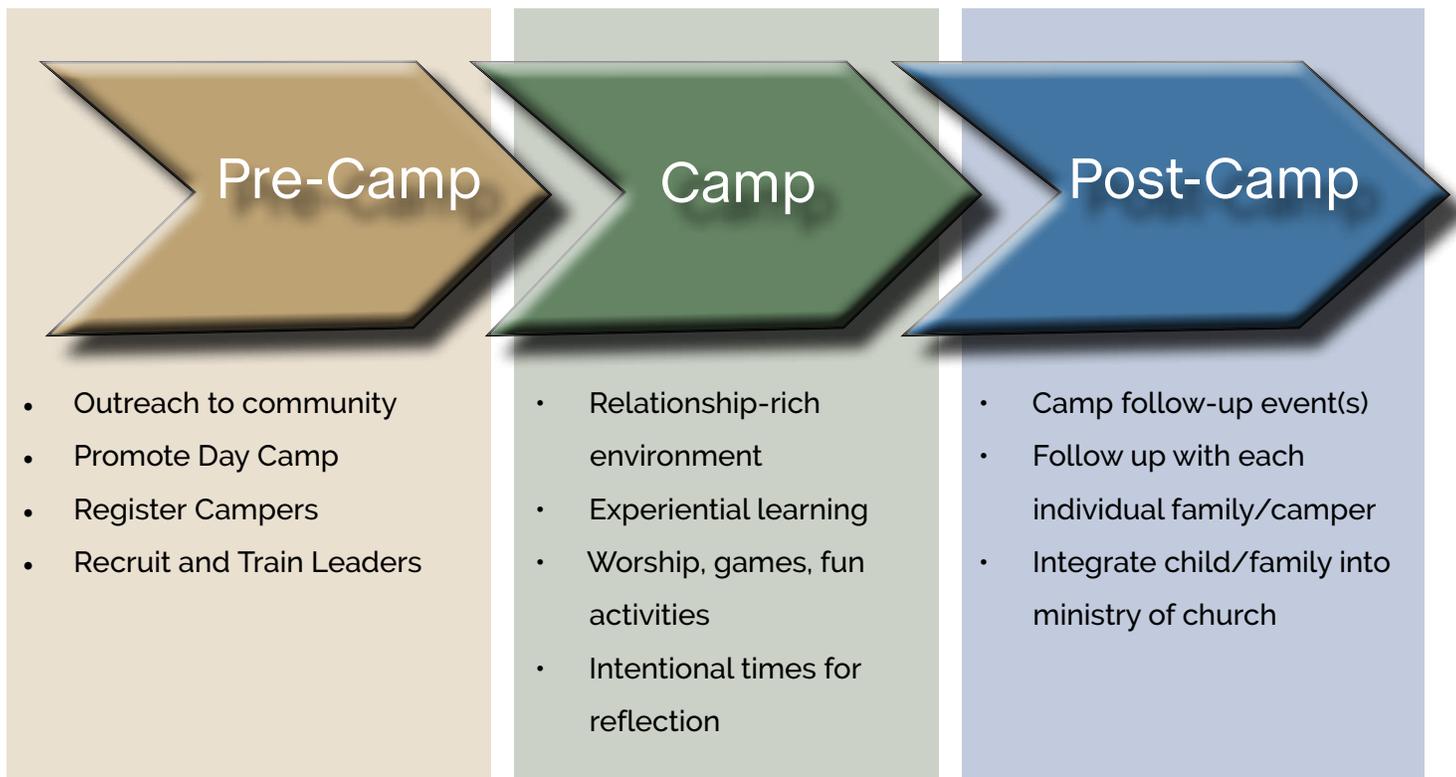


*“I have found there are so many kids who can’t go (away) to camp for so many reasons.”  
Among the children who attended the event,  
“over half of them were not active in our church”*

*–Megan Borum*

*Edmond-First UMC, Director of children’s ministries*

## Activities



## Scholarships

OK Camps has invested heavily in this program and is subsidizing the costs associated with the start-up/development process. Therefore, we believe that churches should consider investing in their week

of Day Camp by providing full or partial scholarships to those who wish to participate. Many churches choose to pay half of the cost or another fixed amount (i.e. \$50) to subsidize the cost for children in the community who wish to attend camp for the week.

# Promotion

We want to help you get your church and community excited and informed about Mobile Day Camp. OK Camps will provide posters, brochures, and postcards in order to help your church promote the camp. They will be customized to include your church's name and the dates for your specific week. Please send us your church logo if you

would like it to be on the promotional materials you receive from us. Electronic versions of these materials can also be sent if you wish to print additional copies. Churches should use many different avenues to promote Mobile Day Camp.



## Some creative ideas for you to consider are:

- Advertise in your local newspapers/magazines
- Post information on your church website
- Make announcements during church and at church events leading up to your week of day camp
- Send emails to church members, visitors, and other community members
- Partner with a local school to give brochures to each family
- Partner with other local churches and ministries to bring campers and volunteers
- Go door-to-door to invite people from the community

## Volunteer Opportunities

### CHECK-IN VOLUNTEERS

- Small time commitment with a huge impact—you will begin the camp experience for each child!
- Be the first connection point for parents from the community as they register their camper.
  - Monday: 8:15-9:30 am
  - Tuesday-Friday: 8:45-9:15 am
  - Mon-Fri from 3:45-4:15 pm

### LUNCH PREPARATION

- Provide lunch Monday through Friday for camp staff and other volunteers
- Lunch will be at noon, daily
- Help for just one day or the whole week

### STAFF GATHERINGS

- Host the camp staff for dinner and hang-out time
- Usually lasts from 6-9 p.m.
- Big backyards/pool/hangout space are ideal!

## Host Families

**Host** families are an extremely vital part of this ministry. As our lives intertwine, a personal connection to the church body develops, and both the host families and our staff are blessed by the relationships formed throughout the week.

We need enough host homes for 15 staff members (around 5 homes depending on how many staff members each family can house). Ideally, each home should be willing to take a minimum of 3 staff.

### WHAT ARE WE LOOKING FOR IN A HOST FAMILY?

- Our staff will love that each family is unique. We're looking for families that will invite us into their real lives (the kitchen doesn't have to be spotless and your pets don't have to be perfect).
- Willing to provide a place of rest and encouragement for the staff.
- Sleeping space in bedrooms or finished basements. We want to get as many staff off the floor as possible during our summer travels.
- Housing from our Saturday evening arrival through the following Saturday morning departure.

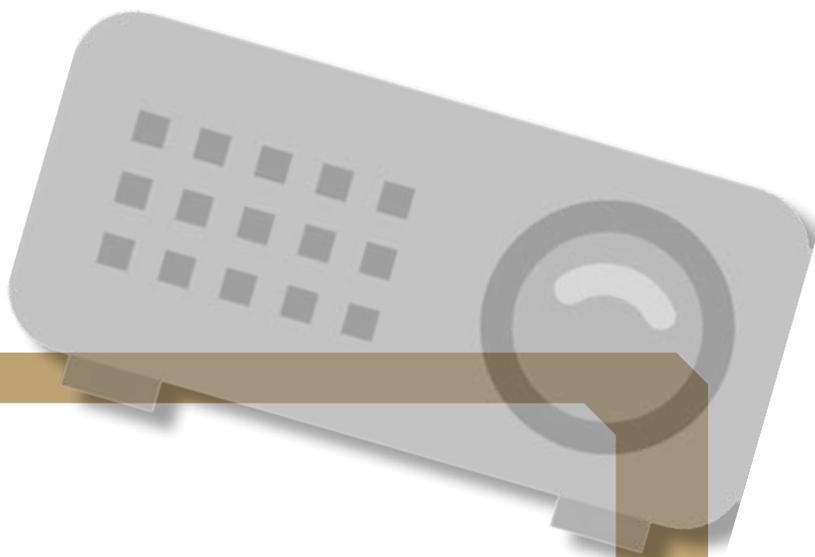
## Adult Leaders and Crew

**Each** site will need to provide a group of adult leaders and high school "crew" members. Some will serve as assistant counselors alongside our staff and help lead a group throughout the day while others will serve in a support role under the supervision of another counselor.

Crew is an exceptional way for high school students to not only serve for the week of camp but also to be poured into by a camp counselor. While cleaning, serving food, and helping with activities, the teens are being led in Bible study

by one of our college-aged counselors who serves alongside of them every day.

We would like for 5-10 high school students per site to participate. Our goal is for the students to catch the vision of serving and connecting with the kids at their church. We'll be there for a week, but the legacy created and carried out by you will impact your congregation for the coming years and could have ripples into eternity!



## Facility Needs

- Large group meeting space (sanctuary, gym, etc.)
- Projector with VGA cable for PowerPoint
- Sound system
  - 1 input for guitar
  - 1-3 microphones
  - 1 input for an iPod
- Classrooms/group spaces for up to 8 groups with 10-15 children per group
- Flat, outdoor space with water and electricity access
- Classroom or office for our administration supplies
- Tables for registration, tie dye, and camp store
- Internet availability for our administration and store computers



## Day Camp Typical Schedule

|                              |                  |
|------------------------------|------------------|
| 8:45 a.m. – 9 a.m. ....      | Drop-off         |
| 9 a.m. – 9:30 a.m. ....      | Small Group Time |
| 9:30 a.m. – 10 a.m. ....     | Large Group Time |
| 10 a.m. – 11 a.m. ....       | Activity 1       |
| 11 a.m. – 12 p.m. ....       | Activity 2       |
| 12:00 p.m. – 12:30 p.m. .... | Lunch            |
| 12:45 p.m. – 1:15 p.m. ....  | Large Group Game |
| 1:15 p.m. – 2 p.m. ....      | Small Group Time |
| 2:15 p.m. – 3:30 p.m. ....   | Free Time        |
| 3:30 p.m. – 3:45 p.m. ....   | Large Group Time |
| 3:45 p.m. – 4 p.m. ....      | Dismissal        |



## Sunday Schedule

**Below** is the typical schedule for the Sunday before camp begins:

### SUNDAY MORNING

Our staff will attend your church service on Sunday morning. You can decide what you would like them to do during the service. In general, churches will have the staff come on stage, have the site director introduce them, and then have a church staff member pray for them and the week ahead.

### SUNDAY LUNCH

Sunday lunch will be our volunteer potluck – this is a time for all host homes, volunteers, and Crew to get to know our staff while sharing a meal with them. You can coordinate the details of the potluck with your church family. After lunch, we will do a short training for all Check-in Volunteers and Crew members to help them prepare for the week ahead.

### SUNDAY AFTERNOON

After the potluck, camp staff will set up our equipment and prepare the site for camp to begin the next morning. Volunteers do not need to be available during this time, but please make arrangements for the appropriate people to be there to assist with set-up and show our staff around the building and where they can find items such as tables, chairs, ice, water, cleaning supplies, etc. (i.e. facilities director, custodian, sound tech)

### SUNDAY EVENING

When set up is complete, we will drop off the staff at their host homes where they will have dinner with their host families, unless an afternoon activity has been planned.

# Friday Schedule

**On** Friday afternoons, we welcome all parents and families to the church to celebrate the week of camp. Below is our normal schedule of events for the **Family Festival**, but you have the freedom to make adjustments however you choose. This is an ideal time for connecting with parents from your community and your church, so please feel free to specialize this time to fit your church's mission!

• 3 p.m.– Parents arrive and observe free time activities.

• 3:15 p.m.– Parents, staff and campers gather together for our final camper rally. We will sing camp songs, and watch a picture slideshow together. We will also have a church staff member participate up front so that they can provide more information about the church and/or upcoming events.

• 3:45 p.m.– Parents and campers can mingle with the church staff as well as the camp staff. Camp staff will have folders/bags with additional information about **OK Camps** available to each family, so consider putting together a folder or baggy with information about your church and children's ministry programs.

• 4:00 p.m.– Camp staff will begin to tear down equipment and clean up the property.

## Here are some options for you to consider for Friday afternoon:

- Extend the Family Festival into a cookout! Encourage families to bring picnic blankets and grill out or order pizza.
- Coordinate with a vendor to provide a special food item (snow cones, cotton candy, etc.)
- Have a church-wide event (invite those from your church who didn't participate in day camp to come)

# Mobile Day Camp FAQs

## What is Mobile Day Camp?

Mobile Day Camp is designed to be an extension of our OK Camps camping program that will go out into local churches to run a week-long day camp program. Our vision is that we would have strategic partnerships with the churches we work with to develop adult and teen leaders and reach new people and new communities. A team of college students will arrive at a different church each week to deliver this program along with the help of local church volunteers.

## What are the days/hours of camp?

Camp will take place Monday-Friday from 9 a.m. – 4 p.m.

## What are the responsibilities of a host church?

To recruit campers and volunteers, feed and house staff, provide outdoor space with electricity and water access, offer enough meeting spaces for up to eight small groups, and provide one large group gathering area.

## How many host families do we need?

Approximately four or five, depending on how many people each family can host. We will have 14-15 staff that need to be housed. Ideally, each host home will provide a place for at least three camp staff to sleep. Host families will also feed the staff dinner most nights and provide some quick and easy breakfast food.

## How long will you be here?

Our staff will arrive on a Saturday evening and stay through the following Saturday morning for a total of seven nights.

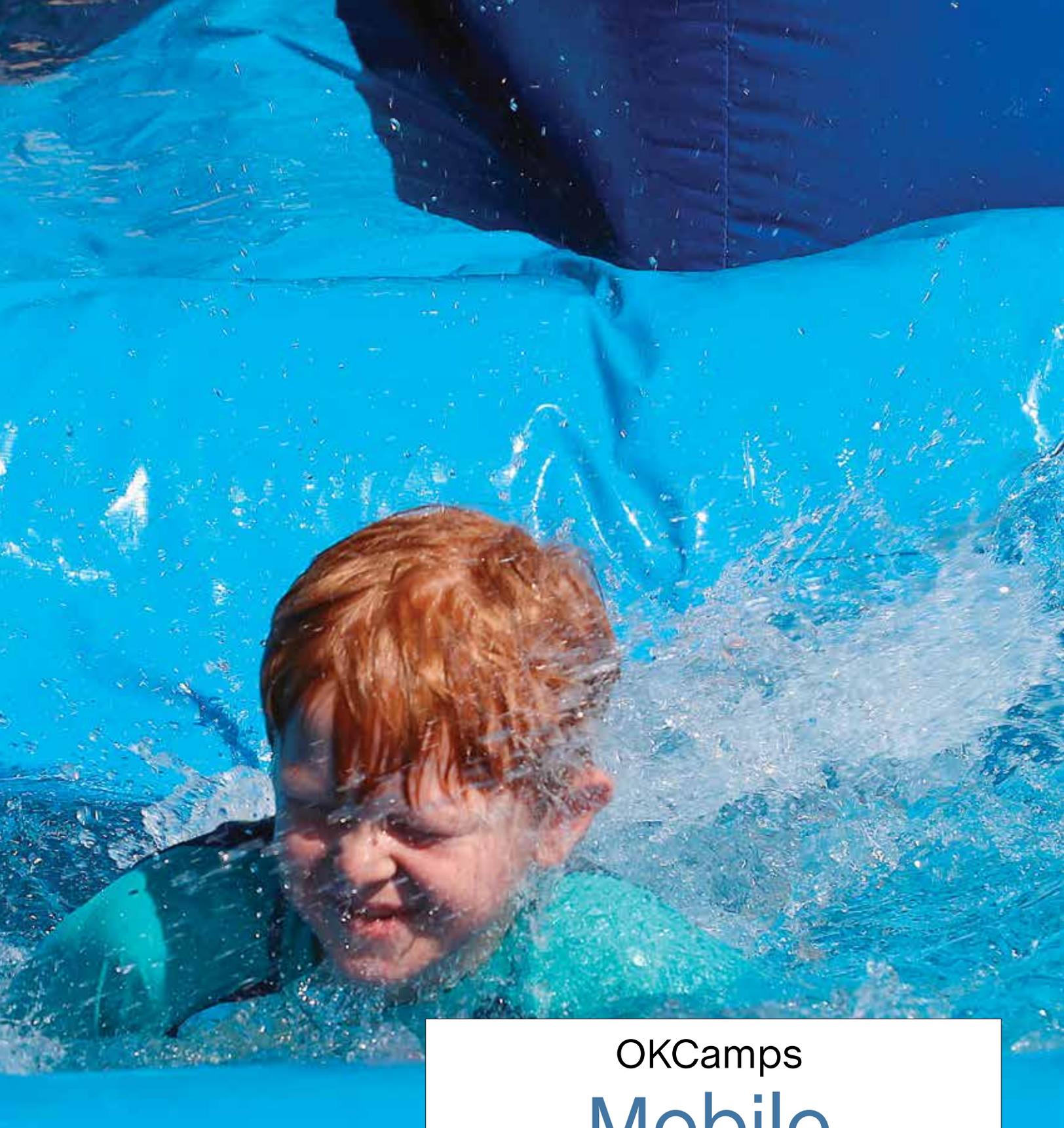
## How can I volunteer and what will I do?

Each site will need a group of adult and teen volunteers to check-in campers every day, travel through rotations with a group of campers, prepare lunch for the staff, and host a staff get-together at their home.

## Can we partner with another church?

Absolutely! We strongly encourage churches to work together to make day camp happen. Families from multiple congregations can bring their kids to camp, offer to house our staff, volunteer during camp, serve lunch, etc.

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