

BECOME A CABIN LEADER

EARN up to 60 CREDITS of Community Service Hours

STEP 1 - APPLICATION

SELECT DATES: Find a week (from the list below) that works for you and your school

COMPLETE APPLICATION: Complete the Application form

PARENT APPROVAL: Have your parent/guardian complete the Service Learning Permission Form

SCHOOL APPROVAL: Have your teachers and school administrators sign the Service Learning Permission Form

SUBMIT APPLICATION TO C.O.E.: Scan and email your application to cabinleaderinfo@santacruzcoe.org, or take a picture with your phone and text it to them at (831) 291-3997, or fax it to 466-5945.

STEP 2 – ACCEPTANCE

Once they receive your completed application they will let you know if you have been accepted. If you are accepted they will send you a Cabin Leader Registration Packet that will include the following:

- Information page
- Registration/Health form
- Reference Letter
- Allergy and Anaphylaxis Action Plan (for students with Epi Pen)
- Physician/Parent Medication Authorization
- Cabin Leader Code of Conduct
- Packing list
- Driving Instructions to Koinonia Conference Grounds (bring these with you, no cell service)

STEP 3- Registration Paperwork completed & submitted

Bring your completed registration forms to training with you! (Training takes place @7pm the Monday of the week you work-unless otherwise noted)

REMINDERS:

- **Bring your COMPLETED Registration Paperwork with you!**
- There is no cell phone services, so bring a copy of the directions with you (you will not be able to access it via phone)
- Cell phones will be collected upon arrival and returned on departure day. Leave all electronic devices at home
- One week before your program you will receive a text message from "Ben OutdoorScience" through a service called Remind.com

Any Questions – Contact Benjamin Hammond COE (County Office of Education) Cabin Leader Program Coordinator
1605 Eureka Canyon Rd – Watsonville, CA 95076 Call /Text: 831 291 3997 Fax: 831 466 5945 Email: cabinleaderinfo@santacruzcoe.org

FALL	SPRING
9/17 – 22 (Sun-Fri) Rio Del Mar, Mountain, Bonny Doon	1/8 – 12 Soquel, Main Street
9/25 - 29 Pacific Grove	1/15 – 19 Brook Knoll, Gault
10/1 – 6 (Sun-Fri) Charleston, Happy Valley	1/22 – 26 Westlake, Radcliff
10/9 – 13 Argonaut, Ann Soldo	1/29 – 2/2 Montgomery, McCollam
10/16 – 20 Daves Avenue, Foothill	2/5 – 9 Regnart
10/22 – 26(Sun-Thu) San Carlos, Sacred Heart, Holy Cross	2/12 – 16 John Muir, DeVargas
10/30 – 11/3 Collins	2/19 – 23 Landmark, Ohlone
11/5 – 9 (Sun-Thu) Aromas, Bradley, Queen of Apostles	2/26 – 3/2 Bayview, DLAMP
11/13 – 17 Saratoga, Fairmeadow	3/5 – 9 P.A. Walsh, Mintie White
11/20 – 24 Break (No Program)	3/12 – 16 Freedom, Aptitud
11/27 – 12/1 Calabasas, Amesti	3/19 – 23 Faria, Santa Cruz Gardens
12/4 – 8 Mar Vista, Moreland Notre Dame, Rose Ferrero	3/26 – 30 Stockmier
12/11 – 15 Valencia, Orange Grove Charter, Tierra Pacifica	4/2 – 6 Break (No Program)
12/18 – 1/5 Break (No Programs)	4/9 – 13 Vine Hill, H.A. Hyde
	4/16 – 20 Loma Vista, San Juan
	4/23 – 27 Alianza, Starlight
	4/30 – 5/4 OB Whaley, Katherine Smith, Spring Hill
	5/7 – 11 Castroville, Echo Valley, Oasis Charter
	5/14 – 18 DeLaveaga, Elkhorn
	5/20 – 24 (Sun-Thu) Sedgwick
	5/28 – 6/1 Murdock Portal

CABIN LEADER APPLICATION

Santa Cruz County Outdoor Science School

Complete both pages, take photos with your phone and text or email them to (831) 291-3997 or cabinleaderinfo@santacruzcoe.org

Name: _____ Preferred Dates: 1st _____ 2nd _____

Current School: _____ Grade: 9th 10th 11th 12th

Elementary School You Attended: _____

Gender: _____

Email: _____ Cell Phone: _____

Parent Name and Phone Number: _____

If you are a female applicant, would you be willing to stay overnight in a cabin with 5th and 6th grade boys? Yes or No

Why are you interested in being a cabin leader?

Have you worked with children before? If so, please explain when, where, and what your responsibilities were. If not, describe any experience you believe is relevant to this position.

Have you ever volunteered before? If so, please explain what you did and where.

What makes you a good candidate to be a Cabin Leader?

Service Learning Permission Form
Santa Cruz County Outdoor Science School

Parent / Guardian Permission & Transportation Release

_____ (Student's name) has my permission to attend the Santa Cruz County Outdoor Science School, located at Koinonia Conference Grounds in Watsonville, as a Cabin Leader the week of _____. The 4 – 5 day service learning program is offered by the Santa Cruz County Outdoor Science School and sponsored by the Santa Cruz County Office of Education. All volunteers receive Child Abuse Prevention, Leadership and Risk Management Training.

*****Cabin Leaders must provide their own transportation to and from Koinonia Conference Grounds.*****
One week before the program you will receive an email with Cabin Leader contact information in the event you would like to arrange a carpool.

Parent/Guardian: Initial here to acknowledge your child must be picked up from **Koinonia Conference Grounds at 12:00pm** on the final day of the program _____.

Parent/Guardian Signature: _____ Date: _____

Daytime Phone: _____ Evening Phone: _____

Teacher Permission

If the student is not missing school, no signatures are required, and "School Break" can be written over this section.

Faculty/Administrators – do not sign unless the parent/guardian has signed above and the student meets the following criteria: good academic standing, a satisfactory attendance record, emotionally stable and a strong desire to participate in service learning. Students are not eligible to apply if they are pregnant, on probation, have behavior or disciplinary issues, have a history of drug and alcohol abuse, or are affiliated with a gang.

Course Title & Teacher's Signature

Period 1	_____	Date _____
Period 2	_____	Date _____
Period 3	_____	Date _____
Period 4	_____	Date _____
Period 5	_____	Date _____
Period 6	_____	Date _____

Attendance Office: _____ Date _____

Counselor: _____ Date _____

Administrator: _____ Date _____