

LIT PLANNING GUIDE

A Handbook for Parents and Leaders in Training

Orientation Week ONLY*

DROP OFF: 12:30pm Sunday

PICK UP: 2-2:30 Friday

4617 SE Milwaukie Ave.
Portland OR 97202

*Notice this is a different pick up and drop off time than Field Training Weeks

Field Training Overnight Weeks

DROP OFF: 10am Sunday

PICK UP: 3pm Friday

4617 SE Milwaukie Ave.
Portland OR 97202

Field Training Day Camp Weeks

DROP OFF: 7:30-8am M-F

PICK UP: 4pm M-F*

*LIT's can stay with our After Camp Staff until 6pm if needed free of charge or parents can fill out an Independent Release if they would like to sign themselves out of camp each day at 4pm.

Program Parts



The Leader and Training Program has two parts:

Orientation Week: This is one week of overnight camp that takes place at Camp Trackers in the Marmot Valley of Sandy, Oregon. This week focuses on building or honing the hard and soft skills participants can use in many environments, not just in our Trackers Summer camps. We help students build awareness, flexibility, risk assessment and boundary setting, while developing competencies in skills like knife carving, safely harvesting wild plants and even the basics of being a Game Master of Realms.

Field Training Weeks: These are 3 weeks of day or overnight camps, where LIT's practice their new skills in the field with youth younger than themselves. Families choose the best weeks to participate and requests can be made for specific camps. Our Site Supervisors craft a schedule that fits best with requests and availability overall for Trackers and families involved.

You can read more about how this works inside! Read on!



Your Role as an LIT

As an LIT, your role is to help the instructor keep kids safe and engaged while they learn outdoor skills. Sometimes it's making sure students are following instructions or having a friendly and positive conversation on the bus or at check in. You are an important part of the camp experience and can make a student's day by just paying attention to them!

To schedule your weeks

Please send an email to LIT Coordinator, June Jacobson: june@trackersearch.com.

All Field Training weeks need to be scheduled by May 15.

Please send your requests in the following way:

- Name
- 3 Weeks of Availability,
- Location(NE, SILVAN, SE, OVERNIGHT)
- Guild or Camp Theme Preferences

Field Training Weeks

Choosing Your Weeks Leaders in Training have options to consider when choosing Field Training weeks. Please read on for guidelines to help with this process:

New to leadership experiences? Being an LIT is a super exciting and first step to becoming a positive leader to youth and the communities they are a part. Choosing Day Camp weeks can allow you to go home at the end of a day of learning new skills and caring for others. You can recharge and come back fresh in the morning.

Been an LIT or in another leadership role before? And 15 years old or older? Consider doing your overnight weeks at our residential camp in Sandy, OR. The consistent mentorship that overnights provides can help you hone your skills in a village scenario that requires a heightened sense of responsibility and awareness. LIT's get free time each day to recharge, and get to enjoy time spent with staff and campers around the campfire each evening.

Confirming Your Commitment After requesting your Field Training weeks(see left side bar), you can expect to hear from our LIT Coordinator, June Jacobson, within two weeks to confirm. It's very rare that dates are not able to be accommodated. We just ask for flexibility on camp themes, as placements are based on many factors, including bus capacity and student performance during Orientation week.

Student Performance Students are expected to put their best selves forward and be willing to explore their edges of comfort during the program. We will mentor through challenges and celebrate their successes. We also place students in camp themes based on what we think is the best fit for their skill set and what students want to learn. Even if we place a student in a location or theme, we have the right to change that placement based on performance during Orientation.

Communicating with Students or Staff ...Outside of Trackers

If you know a Trackers family prior to your LIT commitment with Trackers, maintain the same relationship with understanding that your role as an LIT and representative of Trackers is added to that matrix.

- If you DO NOT know the family prior to Trackers, filter all contact with them through the coordinator of your program.
- DO NOT exchange personal contact information, including Facebook friending, with students or staff.

Physical and Verbal Guidelines in Trackers Youth Programs

Appropriate Physical Contact

- High fives
- Tap on shoulder
- Quick pats on back
- Hand-shake
- Side hugs and upper body hugs only when student initiated!

Inappropriate Physical Contact

- Full body hugs
- Kissing
- Pat on head
- Pat on buttock
- Wrestling
- Rough housing
- Play fighting unless in controlled training exercises
- Sitting on laps
- Tickling

- ❑ Spitting on another person or contact of bodily fluids

Appropriate Conversations

- ❑ Keep conversations with students positive and relevant to camp. Avoid topics such as romantic relationships, sex, alcohol, drugs and realistic violent stories.
- ❑ Any remarks, actions or language deemed as racist, homophobic and otherwise bigoted are grounds for automatic dismissal

Bullying and Challenging Behavior

Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, or put down another person with the intent to hurt another.

If you witness bullying, place yourself between or near the students and do the following to the best of your ability:

- ❑ REMIND THEM THAT AT TRACKERS, WE TRY TO BE KIND, HELPFUL AND RESPECTFUL TO EVERYONE AND EVERYTHING. WE'RE HERE TO HAVE A GOOD TIME AND LEARN TOGETHER AND FROM EACH OTHER.
- ❑ DO YOUR BEST TO DISTRACT THEM FROM THEIR CURRENT SITUATION. ASK THEM WHAT THEY'RE EXCITED ABOUT, THINGS THEY'RE INTERESTED IN, OR SHOW THEM SOMETHING INTERESTING.
- ❑ LET THE CLOSEST INSTRUCTOR OR COORDINATOR KNOW ABOUT THE SITUATION AS SOON AS YOU ARE ABLE. QUIETLY REQUEST TO SPEAK TO THEM ABOUT A SITUATION YOU'RE CONCERNED ABOUT AND STEP AWAY FROM THE GROUP WHEN SHARING THIS INFORMATION. IF YOU WERE ABLE TO SUCCESSFULLY REDIRECT THE SITUATION AND ALL PARTICIPANTS ARE SAFE, YOU MAY WAIT TO TELL THE INSTRUCTOR UNTIL THE NEXT TRANSITION INSTEAD OF IN THE MIDDLE OF AN ACTIVITY. DON'T FORGET!

If a student is having trouble following directions and is not responding to positive redirection:

- ❑ You should let an instructor know right away. This is a matter of the behavior not functioning for the group and potentially creating an unsafe situation for all.