



## Wolf Mountain Camps

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# Volunteer Guidelines

## Welcome to Wolf Mountain!

We are pleased you have chosen to serve the Lord Jesus Christ through volunteering to serve in the ministry here at Wolf Mountain. Volunteers have historically helped out here in many different ways since the very beginning of this ministry. We've come to rely on them and are very appreciative of their "service unto the Lord."

## We expect volunteers to—

- Be good examples to others in their actions, work ethic, team work, and attitudes.
- Be willing to work at any job assigned as long as it is within their physical capabilities and can be done safely.
- Abide by the camper "Don't be THAT GUY Guidelines" and the Code of Conduct stated in this brochure.
- Make safety in the workplace a high priority.
- Remember that all we do here is for God's glory and the accomplishment of His purpose.

## Arrival and Departure

Everyone coming to Wolf Mountain must register at the office. Please do so upon arrival. The office is open at arrival times and each work day from 8:30 a.m. to 5:00 p.m. Please indicate your approximate arrival time on the Volunteer Agreement.

## Late Arrivals

Should your arrival be delayed, please call the camp office during office hours to give us an estimate of your arrival time.

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## What to Bring

A sleeping bag or twin bedding, pillow, and towels. You should also bring a flashlight, Bible, notepad, pen or pencil, toiletries, and spending money.

You might also want to bring...work gloves, hand tools, sunblock, sunglasses, chapstick, and a hat.

**Please Do Not Bring:** pets, cigarettes, alcoholic beverages, drugs, matches, fireworks, large amounts of money or valuables, or shirts with wordly advertising.

## Special diets

Since we cannot accommodate various special diets, please bring your own supplementary foods as needed.

## Please Note

It is a good idea to mark all luggage. Lost and found items not requested within 30 days will be disposed of. Requested items will be mailed at your expense.

## Dress Guidelines for Campers

### Clothing Tips for Volunteer Workers

We realize that to a large extent the type of volunteer work you are doing will dictate your clothing. In all cases clothing needs to be consistent with your assigned volunteer work requirements and duties.

- Loose fitting clothes should not be used around power tools or kitchen equipment.
- Bring work gloves and a hat for outside projects.
- Long sleeve shirts are often best for outside work.
- Some construction workers like to wear shorts outside in the heat of summer. If you wish to do so, please wear shorts that are to the top of the knee and change into appropriate clothing when necessary (i.e., evening meals and services).
- Please work with us by dressing in a way that is consistent for our campers and guests.

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## Ladies

Any fashion worn must come at least to the top of the knee and cover the shoulders. Appropriate clothing includes knee-length skirts and dresses, culottes, long shorts, capris and loose-fitting slacks or jeans.

Colored, modest shorts must be worn over swimsuits. If the top of the swimsuit is not lined or has low necklines in front or back, a colored T-shirt or tank top must be worn over it. If your shorts do not come to your knee, a towel or cover-up must be worn while going to and from the pool.

## Gentlemen

Long pants should be worn to all services and evening meals. Other fashions that come to the knee are appropriate for activity times. Swimsuits must be modest, trunk-type suits. No excessively tight, thin, short or slit-up suits.

Wolf Mountain reserves the right to ask any camper or volunteer to change his or her outfit if, in the estimation of the staff, it is immodest, too feminine or masculine, or unsafe.

**For Horseback Riding**, boots or shoes with heels are encouraged for a safer situation.

## While You are at Wolf Mountain

### Telephone

A telephone is available in the Camp Office. Long distance calls may be made with a calling card.

### In Case of Emergency

Notify the closest resident staff member and follow his/her guidelines for handling the emergency.

### Vehicle Usage

Do not drive your vehicle around campers unless it is related to the performance of your work or if there is a health or disability issue. In such a case, you must have a valid driver's license, proof of insurance and a good driving record. In order to use a Wolf

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Mountain vehicle, you must have permission from the team leader who will check that you have a valid driver's license. During warm weather it is advisable to leave the windows of your car rolled down at least one inch.

## **Equipment Usage**

Do not use equipment that you have not been trained and observed in its use. Do not be hesitant to ask for instruction in the proper use of equipment and tools.

## **After-work Activities**

According to the camp schedule, there may be some camper activities available to volunteers. These activities must not interfere with any scheduled camper activities. For use of any specialized activity areas or locations, volunteers must receive direct permission from the person in charge of that area each time it is used. Such areas include the shooting ranges, horse area, kitchen, offices, shops, the pool, staff residences without direct invitation and other areas designated by department directors as need arises. If firearms are brought, they are to be used only at the shooting range at scheduled times. They should be locked in your car at all other times.

## **Insurance Coverage**

Our insurance coverage of volunteers is very limited and is not covered under workers compensation protection. Only organized groups coming basically as campers are covered under our camper accident policy. This policy is an "excess" policy and only pays what a volunteer's personal insurance does not pay. The volunteer agreement will ask for information about your insurance coverage.

## **Supervision**

You will be assigned to work under a resident staff team leader. If you have questions about job assignments, safety matters, schedules, equipment or any details about the project, do not hesitate to ask the team leader. Any change of work assignment should be checked out with that team leader.

## **Stewardship**

We ask that you partner with us in being good stewards of what the Lord has provided in the area of tools, equipment, supplies and time.

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## Meetings

Meetings set up for prayer, planning and evaluation may be scheduled through a project. Times for those meetings will be announced.

## Concerning Volunteer Service

In order to protect your volunteer status, the government has placed the following restrictions on us.

- We may not compensate you in any way while you are volunteering here.
- We may not provide any extra benefits (beyond lodging and meals) for you while you are here.
- We may not allow you any special privileges normally reserved for our staff who are considered employees.

## Concerning Volunteer Expenses

According to our understanding, you may for IRS purposes declare as donations your out-of-pocket expenses related to your volunteer work (keep all receipts) including travel expenses, etc., but you may not declare the value of your time or labor. If you wish to declare your expenses, you should check with your own accountant or tax preparer.

## Volunteers are our heroes; so is this guy!

These are some basic guidelines we ask our campers to abide by. We expect volunteers to set a good example in these areas. We encourage you to be like THIS GUY!

1. This Guy thinks of others first.
2. This Guy respects the property.
3. This Guy knows when to listen.
4. This Guy gets involved.
5. This Guy uses his brain.
6. This Guy is still thinking of others.
7. This Guy keeps his hands to himself.

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## **Doctrinal Statement**

Our doctrinal statement is the basis of what we believe. It is our strong preference that volunteers would be in agreement and adhere to both our Doctrinal Statement and the Code of Conduct.

I am a born-again believer, and I believe

1. in the biblical account of creation;
2. in the plenary, verbal inspiration of the Bible;
3. in the eternal, triune God;
4. in the incarnation and virgin birth of the Lord Jesus Christ;
5. in the sinless life and the substitutionary atonement of Jesus Christ on the cross;
6. in the bodily resurrection of Jesus Christ from the grave;
7. in the second coming of Jesus Christ;
8. in the eternal punishment of the unsaved in a literal, burning hell;
9. in salvation by faith through the shed blood of Jesus Christ;
10. in a separated stand from the world and unto the Word of God;
11. in a separated stand from any ecumenical group, such as the World Council of Churches and National Council of Churches, cults, the charismatic movement, etc.;
12. in the God-ordained institution of marriage between one man and one woman, and that all moral sexual relations are exercised solely within marriage.

## **Code of Conduct**

Our code of conduct gives examples of how we believe the Bible teaches us to conduct ourselves and is signed annually by members of our board of directors and staff of Wolf Mountain Camps. In order to present a consistent testimony to our guests, we request that you agree to abide by this code of conduct while you are here.

By applying biblical principles to everyday living, we reject ungodly or immoral entertainment (music, videos, literature, etc.), dishonesty, smoking, use of alcohol or drugs, filthy language, sexual immorality, adultery and greed.

When we apply biblical principles to our everyday life, we will maintain a personal appearance in dress and lifestyle that is modest and consistent with our biblical position.

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Scripture teaches us how to maintain a growing and maturing walk with God in order to always be ministering to the needs of others. We must always be thinking of others first and not be preoccupied with how this affects “me.”

Scripture teaches us to be faithful, dependable, responsible and diligent in the performance of our duties, obligations and responsibilities to the Lord Jesus Christ, to this ministry, to our family and to the fundamental local church of which we are a member.

By signing this volunteer agreement, you are saying that you will support the doctrinal statement and agree to abide by the Code of Conduct while you are here at Wolf Mountain.

### **Don't Forget**

A daily quiet time with God in His Word will help the whole day go better. Please try to find a time in the unscheduled part of your day to spend time in the Word.