

Rescue Divas^{*}

EMS Summer Camp for Girls

TOOLKIT



Create your own short residential camp program to encourage young women in Emergency Medical Services.

SPECIAL THANKS:

- To Northwest Wisconsin CEP, a workforce development agency serving ten counties in Northwestern Wisconsin, for giving *Rescue Divas* solid roots.
- And to the *Rescue Divas* EMS Partnership of Memorial Medical Center, Bayfield County Sheriff's Department and the Bayfield-Ashland County EMS Council for giving *Rescue Divas* strong wings.



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Introduction



INTRODUCTION:

This *Rescue Divas* Toolkit is designed to be a step-by-step guide to help others create a similar program in their community. The bigger goal is to increase the pipeline of future EMTs, both volunteer and career, to help avoid a critical shortage of EMS nationwide.

To achieve this goal, it is important to recognize that women are currently underrepresented in EMS. Some estimates state that only one in every three EMTs is female. Also, the ratio of women represented in EMS goes down as rank goes up.

*Other entities are welcome to use the title *Rescue Divas*, as long as it is followed by "of X County or X City" (examples: *Rescue Divas* of Rock County and *Rescue Divas* of Milwaukee). Alternately, you can use this toolkit to create a camp with a fun name that is unique to your organization and your area.*

Rescue Divas (noun): A girl or woman who is passionate about helping others during emergencies; she is assertive and compassionate, with a talent for remaining calm while under pressure; Rescue Divas are role models to their peers and seen as charismatic, team oriented, and driven to success by continuing their education and growing in the Emergency Medicine profession.

RESCUE DIVAS CONCEPT

Rescue Divas is a fun, hands-on residential camp experience, designed to expose girls to Emergency Medical Services careers. Our exciting activities help girls grow confidence and become stronger leaders, even during times of high stress.

Rescue Divas is a five day, residential camp for middle school girls interested in exploring Emergency Medical careers. Throughout the week, girls participate in exploratory, hands-on activities that focus on a variety of skills needed in Emergency Medical careers. There are off site visits to ambulance halls, police dispatch centers, firehouses, hospital emergency rooms, etc. The girls also get to experience a Search and Rescue mission with a Canine Unit, as well as interacting with a medical helicopter and crew. During the week, each girl earns certification in First Aid, CPR, and AED use.

This program is an "out of the box" educational experience that girls won't find anywhere else. *Rescue Divas* is innovative, creative, and hopefully inspiring to middle school girls, their parents, siblings, and teachers.

This program works to educate all people about the impending shortage of EMTs in the United States. It is our goal to start early and excite our young people about volunteer and career opportunities in this very important field. We also strongly believe in the *Rescue Divas* Ripple Effect. In other words, it is not just the campers who benefit from the program. The fun, excitement, and importance of the program is shared by each parent, sibling, teacher, and community member involved, as well as many others who are exposed to *Rescue Divas* (and consequently the need for more EMTs) by newspaper articles, TV segments, and videos on Facebook.

HISTORY OF RESCUE DIVAS

2013: Concept development by team at Northwestern Wisconsin CEP; received Planning Grant from WI Office of Rural Health

2014: Program development with *Rescue Divas* partners; received Implementation Grant from WI Office of Rural Health

2015: 1st *Rescue Divas EMS Summer Camp for Girls* held at Northland College in June

2016: 2nd *Rescue Divas EMS Summer Camp for Girls* held at Camp Northwoods in June

2017: 3rd *Rescue Divas EMS Summer Camp for Girls* held at Camp Northwoods in June

2018: 4th *Rescue Divas EMS Summer Camp for Girls* held at Camp Northwoods in June





Planning



PLANNING:

REVIEW NEED & DEVELOP PARTNERSHIPS

Before beginning the process for a *Rescue Divas* type camp, you will want to assess the need for EMTs in your area. Start by talking to area Ambulance Service directors, Emergency Management personnel, Technical College EMS/Fire program directors & instructors, and Emergency Room staff. As you do this, you will not only gather pertinent information for your camp, but you will also develop relationships with key stakeholders. These stakeholders will be instrumental in helping with camp activities- both on and off site.

During the needs assessment/camp exploration phase, begin recruiting partners for your camp venture. You will need a strong core of partners to begin a camp committee and to show your collaborative strength for most grants. The above named entities are a great place to start! You can also expand your partnership search to include Workforce Development agencies, local Law Enforcement agencies, and current EMS workers.

REQUEST FUNDING

As you will need funding to begin planning (and then to implement) your camp, you will want to start exploring options, such as grants and foundation requests. The original *Rescue Divas EMS Summer Camp for Girls* was funded by a Planning Grant from the WI Office of Rural Health, followed up with an Implementation Grant. While it is preferable to have one or two large donors to ensure the viability of camp, it is important to enlist smaller organizations for ongoing support of the program as well. These other entities have provided additional financial support to *Rescue Divas*: Memorial Medical Center, St. Luke's Foundation, Essentia Health Foundation, Life Link III Helicopter, Northwest Wisconsin Area Health Education Center, Wisconsin Indianhead Technical College, Regional Trauma Advisory Council, Bayfield-Ashland EMS Council, Gogebic Range Health Foundation, and The Ashland Education Fund.

In our experience, the total annual cost of running *Rescue Divas* for twenty campers is approximately \$8000 or \$400 per camper. Grants and other donations, have allowed us to offer the first year of camp for free, and \$35/camper each year after.

SAMPLE *Simple* Program Budget:
Rescue Divas EMS Summer Camp for Girls

Lodging (Room & Board)	\$2700 (\$1200 room & \$1500 board)
Director Salary	\$2500
Counselor wages (3 @ \$400)	\$1200
Supplies (lanyards, paints, etc.)	\$ 250
Transportation during camp (small bus for field trip day)	\$ 650
T-Shirts	\$ 250
Marketing (includes teacher packets)	\$ 150
Copying & mailing expenses	\$ 100
First Aid/CPR instruction & certification	\$ 250
TOTAL COST	\$8050
20 girls	\$ 402.50/camper



Program Development



PROGRAM DEVELOPMENT:

CAMP DETAILS, DATE & LOCATION

The two most important logistics to consider early on in your program development is the date and location of your camp. The date is important because you want the majority of eligible girls to be ready and able to attend camp. We have chosen to hold *Rescue Divas* the second week after the school year ends. Kids have had a week to decompress from school, but aren't fully engaged in summer vacations, sports, summer school, and other camps. After you pick a date, you need to find a location that has appropriate sleeping arrangements as well as meal preparation. Optimally, this site will be centrally located and easy for all campers to reach.

The first year we held *Rescue Divas*, we contracted with a local college for dorm rooms, classrooms, and meals. While this worked well, it didn't have the "camp" feel we were going for. Also, we couldn't be guaranteed that male Residence Hall Counselors wouldn't be living in the same dorms as our middle school aged girls—a definite deal breaker!

For our second *and each subsequent* year, we have contracted with a Girl Scout camp for sleeping cabins, a training cabin, and meals. We love the "camp" feel and the fact that we have the camp to ourselves, as it is the week before they start running their summer camp. The camp's cook prepares almost all of our meals and does the majority of the cleanup from these meals. We really like our set-up at this camp!

STAFF

After deciding on a date and location for your camp, you will need to come up with your staffing model. We started with one Camp Director and three Camp Counselors as our baseline staffing level for camp. As our funding increased, we expanded our staffing by one additional Camp Counselor. This gives us a one to five, adult to camper ratio (excluding the Camp Director who occasionally gets pulled away from direct camp activities). In addition to these five positions, which are required to stay on site for the duration of *Rescue Divas*, we have a handful of adult volunteers who come to help during the day time.

We prefer our camp staff to be 18 years old (or older) and at least be in their freshman year at college. We have occasionally utilized a high school senior, but find camp runs more smoothly with older leaders. We also try not to have mothers of campers as camp staff. This has the potential to increase the speed and severity of homesickness in campers.

ACTIVITIES AT CAMP

Here's one of the most fun parts of creating your camp! Start brainstorming activities that will generate excitement about Emergency Medical Services. Do you have a local Search & Rescue crew who will come and teach the girls about tracking and using canines to locate subjects? Can you recruit a medical helicopter service (like Life Flight) to land at camp and talk about the schooling they needed to become flight staff and what their work day looks like? Will your local Tae Kwon Do (or Karate) instructor come teach self-defense to the girls?

It's also very important to schedule time for CPR & First Aid training, so the girls go back to their communities with some hard and fast skills.

ACTIVITIES OFF SITE

While it's fun to be at camp and live the "camping" lifestyle, it's also important to take the girls to see EMS in real life. Part of the *Rescue Divas* philosophy is pulling back the curtain and showing campers what they might never have the opportunity to see without camp. We use one day as our Field Trip day and take the girls on a whirlwind tour of EMS related destinations which have included: a County Dispatch Center, a City Fire Department, a regional Emergency Room, a Technical College where EMS & Fire courses are taught, and our area's Coast Guard Station.





Rescue Divas*

LMS Summer Camp for Girls

2018 Schedule

	Sunday, June 10 th	Monday, June 11 th	Tuesday, June 12 th <i>*Field Trip Day*</i>	Wednesday, June 13 th	Thursday, June 14 th
07:00		Rise & Shine	Rise & Shine	Rise & Shine	Rise & Shine
07:30			Breakfast		
08:00		Breakfast	BART Bus Pick-up	Breakfast	Breakfast
08:30		WALK TO VOYAGEUR		WALK TO VOYAGEUR	Pack Up, Clean Up <i>LifeLink III (Last Chance)</i>
09:00		CPR Training	Coast Guard in Bayfield	Finish First Aid or "Stop the Bleed"	Thank you notes
09:30					
10:00			SNACKS	Self Defense Lesson	Scenario: Final Assessment
10:30				Outside, Weather Permitting (10:00-11:30)	Outside games
11:00			Bayfield County Dispatch		
11:30		WALK TO THUNDERBIRD		WALK TO THUNDERBIRD	
Noon	<i>*Carrie & Counselors Arrive*</i>	Lunch		Lunch	Lunch
12:30		First Aid Training (As Schedule Permits)		RIDES TO VOYAGEUR?	RIDES TO VOYAGEUR?
13:00	<i>Setup ISpy in the Woods, Trail fairies</i>		Ashland Fire Department – LUNCH, Fire Extinguisher Training <i>*Invite K9 & Female Police Officer*</i>	Sawyer County Search & Rescue	Final Presentation With Parents and Special Guests
13:30		Washburn Area Ambulance			
14:00					
14:30		Life Link III (1 st Attempt)			
15:00	Camper Arrival & Registration		MMC		
15:30			<i>LifeLink III (2nd Chance)</i>		
16:00	Orientation Ice Breakers/Games Scenario: PreAssessment	Delta Diner Ice Cream Social	BART Bus Back to Camp		
16:30					
17:00					
17:30	Dinner	Dinner	Dinner	Dinner	
18:00					
18:30	Mock UTV Crash or Bayfield County Sheriff Department -North Memorial?	Game/Carnival Night	Free Time (<i>Tired from Field Trip Day!</i>)	Painting Party with Lindsey	
19:00					
19:30					
20:00	CAMPFIRE	CAMPFIRE	CAMPFIRE	CAMPFIRE	
20:30		<i>*Hand out t-shirts</i>			
21:00	Bed Prep (Showers, etc.)	Bed Prep (Showers, etc.)	Bed Prep (Showers, etc.)	Bed Prep (Showers, etc.)	
21:30					
22:00	Lights Out	Lights Out	Lights Out	Lights Out	



Implementation



IMPLEMENTATION:

PRE-CAMP CONSIDERATIONS

PR is a big part of pre-camp work! Get the word out about your camp in as many ways as you can. Create a Facebook page and post to it regularly. Create a website, or add your camp to one of your partner's existing websites. Make sure you have lots of content: stories, pictures, etc. Focus on fun, interesting, and exciting news of women in EMS & Fire. Send out flyers (electronic or paper) to local schools telling them about your camp.

It's helpful to have an onsite walk-through a week or two prior to camp. The walk-through helps verify the location is ready for *Rescue Divas*, as well as familiarizing key staff with the location of different onsite activities. The walk-through also helps key staff ramp up their excitement for camp (i.e. realize how fast camp is approaching).

Most likely, there will be one large shopping trip before camp. Items frequently purchased at this point are as follows: sunscreen, bug repellent, S'more supplies, snacks (ex: individually packed crackers/cookies/trail mix), lighters (for starting campfires), feminine hygiene products, first aid kit supplies and over the counter medicines like Benadryl & Tylenol. Four or five big plastic bins are helpful in transporting items to camp and for storing items over the winter for the next camp session.

One week prior to camp, host a counselor meeting. At this meeting you will set the tone for camp (super positive), review the Emergency Action Plan, go over expectations of the counselor position, discuss strategies to combat homesickness, etc.

CAMP CONSIDERATIONS

While *Rescue Divas EMS Summer Camp for Girls* needs to be fun and exciting, safety takes precedence. Ensure your staff is certified in CPR and basic First Aid. Come up with an Emergency Action Plan for minor and major incidents, and share with all adults involved.

Camp also needs to be a positive place for girls to learn and grow. Let everyone involved know that girls should be redirected in kind, helpful, non-demeaning ways. *Rescue Divas* camp needs to foster a sense of security, so girls can get outside their comfort zones and be their whole selves, unapologetically.

Down time is important for everyone's health and happiness! If you have too little down time, girls will get burnt out and not fully enjoy all the awesome camp activities. However, too much down time can contribute to girls getting bored and homesick. Down time is definitely a juggling act, where staff needs to be attuned to campers' needs. Plan a little bit of downtime, in

the morning and afternoon, if possible. Then, adjust accordingly. (It's also helpful to have a volleyball, frisbee, and friendship bracelet supplies for girls to use during down time.)

It's important to have a well-established cell phone policy, so girls remain engaged in camp and fully experience the growth of being away from home.

We acknowledge that campers and parents want to stay connected. However, we believe that cell phone use at camp is disruptive and interferes with developing relationships. Cell phones should be left at home. If a cell phone is discovered at camp it will be confiscated and given to the parent/chaperone at pickup. (The same applies to tablets, iPods, etc.)

The best way to end *Rescue Divas* camp is on a high note! One way to do this is to schedule a short closing ceremony, where friends and family of the campers are encouraged to attend. This is a great time to show a 5-10 minute video of all the amazing things the girls experienced at camp. (It's relatively easy to incorporate pictures and inspiring songs by using free programs online or via a phone app.) Girls should also receive a certificate of participation at the closing ceremony, recognizing all the work they put into being great campers, eager to learn all things EMS.

POST-CAMP CONSIDERATIONS

After camp it's very important to publicly thank everyone involved in *Rescue Divas EMS Summer Camp for Girls*. Design a fun "Thank You" ad and put it in the local paper, on your Facebook page, etc. Also, send out personalized thank you cards to each person and organization that contributed to the program. An easy way to do this is to have all the campers sign numerous pieces of card stock at camp, leaving space in the center where a picture will go. Attach a picture of camp and send these as your "Thank You" cards.

One week post camp, review completed camper evaluations and make notes for quality improvement. Debrief with camp staff and discuss what went well, what didn't go well, and what should be changed or added next year.

Once camp is over, the supplies are stashed away for the next year, and you have your notes for quality improvement, it's time to start focusing on sustainability of the program. Now is the time to review funding options for the next round of *Rescue Divas*. It's also a great time to recruit more committee members and/or stakeholders. It's easy to bring people on board in the post camp glow and while *Rescue Divas* is still in the front of people's minds.

Long range program management/tracking is an important element. The overarching success of the *Rescue Divas* program will be seen over a number of years. Some of the success will be anecdotal. In other words, you will track how *Rescue Divas* has attracted others to EMS by the stories you hear and retell. (The first EMT the original *Rescue Diva's* camp counts is a camper's father from year one. After experiencing *Rescue Divas* through the eyes of his daughter, he

decided it was time to get trained to become a volunteer EMT. He did this and then went on to serve the community by furthering his education and becoming a career Paramedic.) You will also want to track each camper's progression through high school and beyond, to see if they pursue volunteer or career opportunities in EMS. Having a *Rescue Divas Alumni* Facebook page will help you do this. After each camp session, invite each of the campers to join this closed group. Make sure you engage this audience periodically so they remain interested in the group. Lastly, long range program management/tracking will help solidify and strengthen your program and may help grow similar programs across the nation.



Addendum



Rescue Divas EMS Summer Camp for Girls Organizational Outline

I. Committee

- a. Members
 - i. Recruit from local hospital Emergency Room staff, Workforce Development agencies, Technical College EMS instructors, area EMTs, Ambulance Directors, and Fire Department personnel.
- b. Meetings
 - i. Where: Central location
 - ii. When: Find a time that works for most members involved
 - 1. Keep to one hour, once per month
 - iii. Have a set agenda and stick to it
 - iv. Provide good coffee and treats
- c. Tasks
 - i. Assign tasks/responsibilities to each committee member
 - 1. Report on these at each meeting

II. Funding Ideas

- a. Grants
 - i. Look for 1-2 “big” grants
- b. Donations
 - i. Regional Health Foundations
 - ii. Area Education funds
- c. Nominal Camper Fee

III. Camper Demographic

- a. Middle school girls in 6th, 7th or 8th grade while applying to attend *Rescue Divas*
 - i. Must live in local communities/counties
- b. Number of girls accepted to camp = 20
- c. Number of girls chosen as alternates = 5

IV. Public Relations, Marketing & Promotion of *Rescue Divas*

- a. Letter sent to middle school principals, guidance counselors & science teachers
 - i. Flier to be distributed to middle school girls
 - ii. *Rescue Divas* swag to be distributed with flier
 - 1. Silicone bracelets, color changing pencils, bookmarks, etc.
- b. Article(s) in local newspaper
- c. Posts on *Rescue Divas* Facebook page
- d. Flier & application posted on website
- e. Table at local EMS events, fairs, etc.



Additional Resources:

rescuedivas.com

[*Rescue Divas on Facebook*](#)

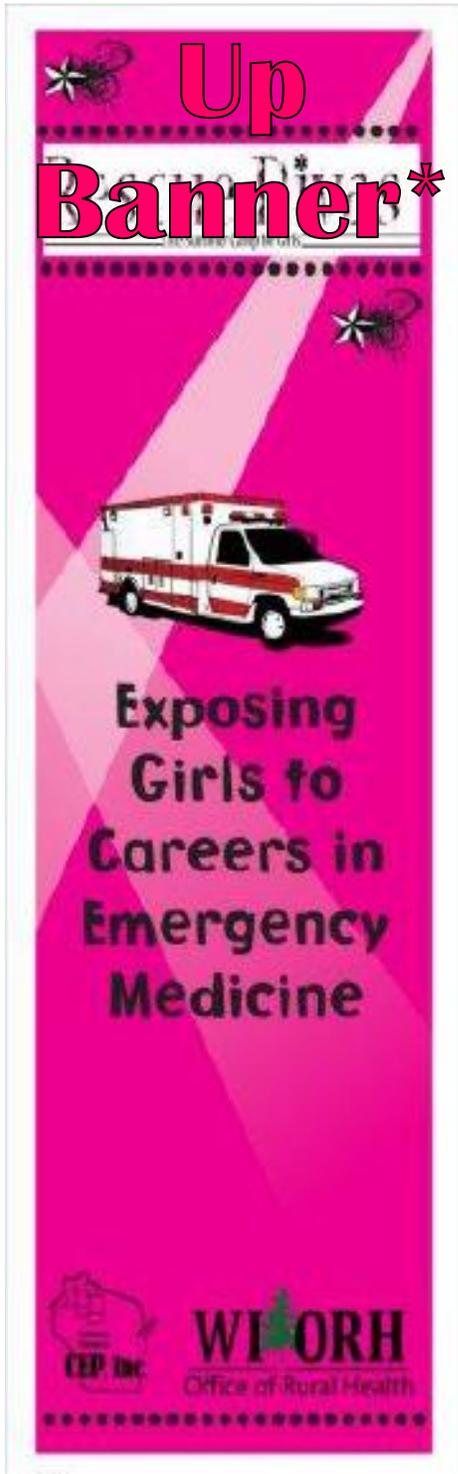
Carrie K. Okey
Rescue Divas Consultant
carriekokey@gmail.com



PR Ideas

***Stand**

**Up
Banner***



Postcard



Poster



Rescue Divas
Sample Forms
& MORE

Annual Calendar Items To Do

December	<ul style="list-style-type: none">• Hold committee meetings.• Look at locations.
January	<ul style="list-style-type: none">• Hold committee meetings.• Finalize dates.
February	<ul style="list-style-type: none">• Hold committee meetings.• Begin working on logistics.
March	<ul style="list-style-type: none">• Send letters to school with applications & swag.• Email Ambulance Service Directors.• Press release to area papers, etc.• Develop DAILY CAMP SCHEDULE.
April	<ul style="list-style-type: none">• First week of April = Email/call schools to remind them of deadline.• Third week of April = Deadline for applications to be in.
May	<ul style="list-style-type: none">• First week of May = Finalize decision on who gets to attend. *5 alternates*• Notify students.• Solidify staffing.• Make t-shirts.• Camp walkthrough with staff & committee.
June	<ul style="list-style-type: none">• First week of June = staff meeting• Second week of June = CAMP!

SAMPLE

Letter to Schools

Rescue Divas*

EMS Summer Camp for Girls

March 22, 2016

I am very excited to announce that we are now accepting applications for the 2016 session of *Rescue Divas EMS Summer Camp for Girls*.

Rescue Divas is a five day residential camp experience, focusing on educating and kindling excitement in Middle School age girls about careers (or volunteer positions) in Emergency Medicine.

Girls, residing in Ashland & Bayfield Counties, who are currently in 6th, 7th, or 8th grades are eligible for this low cost experience, which will be held June 12th-June 16th, at Camp Northwoods in Mason. (We will be able to host 20 girls due to the generosity of the Wisconsin Area Health Education Center, Essentia Health, St. Luke's, and the Ashland Education Fund.)

We would love your help in promoting this program! Please contact me, at your earliest convenience, with any questions or feedback.

Lastly, enjoy the enclosed goodies and distribute however you like AND check us out at rescuedivas.com and on Facebook under ***Rescue Divas***.

Carrie K. Okey
Focused Initiatives Manager/*Rescue Divas* Camp Director
EMT-B & Assistant Director of the Washburn Area Ambulance Service



SAMPLE

Rescue Divas EMS Summer Camp for Girls

**INFO SHEET/
APPLICATION**

Rescue Divas

EMS Summer Camp for Girls

Rescue Divas is a fun, hands-on residential summer camp designed to expose girls to Emergency Medical Services careers. Our exciting activities will help girls build confidence and become stronger leaders, even during times of high stress.



Career Exploration

June 11-15, 2017

Camp Northwoods, Mason, WI

- Canine Search & Rescue Drills
- EMS Speakers
- Helicopter Training
- CPR Training
- First Aid Training
- LOTS of Field Trips
- Emergency Scenarios
- Journaling & Reflection

6th, 7th & 8th
grade girls

*Applications due April 21st, 2017



For more information please contact:

Carrie K. Okey

www.rescuedivas.com

rescuedivas@nwcep.org



Rescue Divas*

EMS Summer Camp for Girls

A Day in the Life ...

Each day at Rescue Divas will be different! But, every day will have LOTS of fun components, like field trips, rescue themed games, exciting EMS speakers, and time to paint an EMS mural. Girls will leave with certifications in both CPR & First Aid. And, hopefully, they will also leave with a growing excitement to learn and do more in the field of Emergency Medical Services.

SAMPLE DAY

- | | |
|-------|---|
| 07:30 | Rise & Shine |
| | Breakfast |
| | Rig/Jump Bag/Uniform Check |
| 08:30 | CPR Training |
| 11:15 | Ambulance Exploration *Red Lights & Sirens* |
| 12:00 | Lunch |
| | Canine Search & Rescue Drills |
| 17:30 | Dinner—Pizza Picnic |
| 18:30 | Bonfire with EMS Speakers |
| | Rescue Day Review & EMS Mural Painting |
| | Journaling |
| | Game Time/Bed Prep |
| 22:00 | Lights Out |

Camp Northwoods will be home base (food & lodging) for Rescue Divas 2017.

SAMPLE
Letter to Girls
Accepted
&
Alternate Status

Rescue Divas*

EMS Summer Camp for Girls

May 3rd, 2018

Dear **Hannah**,

We are very excited to announce that *you have been chosen as a camper* for the 2018 session of *Rescue Divas EMS Summer Camp for Girls*.

We have lots of exciting activities planned for camp and are really looking forward to meeting you! **Please mark your calendar and plan on arriving at camp on Sunday, June 10th around 3:00 PM.**

We have included your official camper packet with this letter. It has lots of great information about camp and some important forms for your parents to fill out.

We received an overwhelming amount of applications this year and therefore have a long waiting list. It is **important** that you return your camper forms and payment of \$35 before Friday, May 18th to secure your spot as a 2018 Rescue Divas!

If you or your parents have any questions, feel free to contact me by phone: (715) 209-0422 or by email: rescuedivas@nwcep.org.

We are going to have so much fun!

Carrie K. Okey
Rescue Divas Camp Director
EMT-B

Rescue Divas*

EMS Summer Camp for Girls

May 3, 2017

Hello, **Emily**,

We are both humble and proud to report that we had an overwhelming number of applications for *Rescue Divas* this year. Unfortunately, you were not chosen to be a 2017 *Rescue Divas* camper. Despite not being picked for this year, we loved your application and would like you to reapply next year. Also, we do have you at the top of our alternate list. This means that if someone cannot make it to camp, you will be contacted to see if you would still like to attend.

In the meantime, if you or your parents have any questions, feel free to contact me by phone: (715) 209-0422 or by email: rescuedivas@nwcep.org

Thank you for applying and for your interest in EMS!

Carrie K. Okey

Focused Initiatives Manager/*Rescue Divas* Camp Director

EMT-B & Assistant Director of the Washburn Area Ambulance Service

SAMPLE
Camper Packet
(Sent to Girls Accepted to Camp)

Rescue Divas

EMS Summer Camp for Girls

CAMP DATES: Sunday, June 10th to Thursday, June 14th, 2018

CAMP LOCATION: Camp Northwoods

63275 Camp 1 Rd, Mason, WI 54856

**close to the Delta Diner*

CAMPER FORMS & PAYMENT: Please send in your camper forms (see list on page 3) and payment of \$35* no later than May 18th, 2018. We have a large waiting list this year so forms and payment must be received by May 18th to secure your spot! Mail forms and payment to:

Northwest Wisconsin CEP

Attn: Rescue Divas

PO Box 616

Ashland, WI 54806

Make checks payable to:

Northwest Wisconsin CEP

NOTE: Please prepare for “camp” living. Although we will have electricity, running water, etc. this is an outdoor camp. We will walk on paths through the woods to get from our living area to our training area. We will also be playing in the ravines doing some rescue simulations. And best of all, we will have campfires at the end of the day. S’mores anyone?

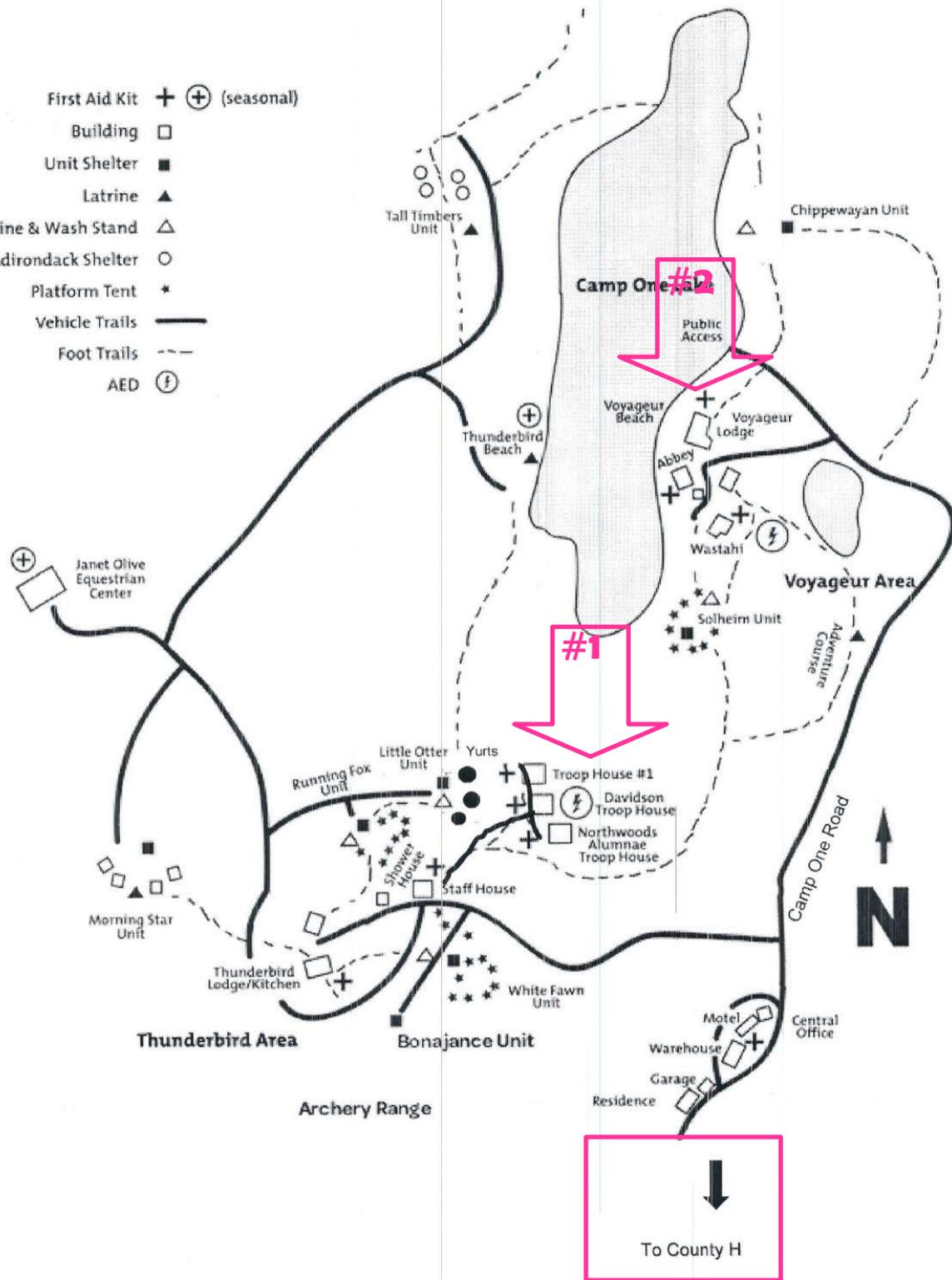


Huge thanks to the following sponsors for keeping camper costs low: Northwest AHEC, Gogebic Range Health Foundation, Essentia Health, Northwest Wisconsin CEP, MMC and others. Without them, each camper would be responsible for a payment of over \$500.



Northwoods Facilities

- First Aid Kit + ⊕ (seasonal)
- Building □
- Unit Shelter ■
- Latrine ▲
- Latrine & Wash Stand △
- Adirondack Shelter ○
- Platform Tent *
- Vehicle Trails —
- Foot Trails - - -
- AED Ⓜ



Welcome to Rescue Divas EMS Summer Camp for Girls!

We are so excited you are joining us for the third annual Rescue Divas Camp. Please read the information in this packet carefully, as it contains essential information for campers and parents. If you have additional questions or concerns, please email us at rescuedivas@nwcep.org or call Carrie at (715) 209-0422.



Attendance

Campers should attend the entire session. It is disruptive to the team atmosphere of camp, to come late or leave early. Please notify us prior to camp if there are extenuating circumstances.

Cancellations

If, after receiving your acceptance letter, you must cancel please notify us as soon as possible. Don't be a "No show" as we have girls on a waiting list with their fingers crossed.

Before Camp

We must receive these forms and \$35 payment by May 18th for you to attend camp.

- Camper Information Form
- Medication Authorization Form
- Photo Release Forms (TWO!)
- Camper Pick-Up Authorization Form
- A copy of the camper's health insurance card



Arrival at Camp

Registration opens at 3:00 PM on June 10th; please do not arrive at camp before this time. All campers need to be registered by 4:00 PM. The Registration table will be located in front of the troop houses where we will be staying. We have been assigned the Lakeview Troop House & the Davidson Troop House. Follow the signs once you arrive at Camp Northwoods. The troop houses are marked with a #1 on the enclosed map.

Departure from Camp

We will be hosting a final presentation in the Voyageur Lodge at 1:00 PM on Thursday, June 14th. Family and friends are invited to attend. Please plan on arriving a few minutes early. The Voyageur Lodge is marked #2 on the enclosed map. All campers must be picked up by 1:30 PM.

Conduct

It is expected that all campers will conduct themselves in a kind, respectable, and courteous manner. Each camper will be held responsible for any behavior/activities at camp.

Meals

Meals will be served in the camp's cafeteria, with the exception of a picnic lunch. The cafeteria staff is highly skilled in preparing delicious foods and accommodating dietary needs. If your camper has specific food restrictions or allergies, please include this information on your Camper Information Form.

Sleeping Accommodations

Campers and staff will be staying in two separate houses/cabins for the duration of camp. There will be ten campers per house, and each camper will have her own set of bunk beds (top and bottom). Campers need to be in their assigned bunk bed no later than 9:45 PM, with lights out at 10:00 PM. There will be at least one adult in each house. The adults will sleep in a small room off the big room where the campers sleep.

Bathrooms/Showering

Each house has communal bathrooms and showers. There are individual stalls in each for privacy. Girls should be prepared to take their shower "stuff" to and from the shower with them each time they go.

Safety/Security

Camp staff will consist (at a minimum) of one adult Camp Director *see *attached Bio** and at least two adult Camp Counselors (24 hours a day). There will be additional adult staff present from 9-5.

Special Needs

We will do everything we can to accommodate special needs while continuing to provide girls with an excellent experience. We request that you inform us of your camper's needs prior to her attending camp. This way we have the opportunity to work with you to ensure your camper's needs are met.

Medication

Any medications that your camper is bringing to camp, both prescription and over-the-counter, must all be listed on the Medication Authorization Form. All medications are given to the Camp Director on opening day and dispensed by the Camp Director during camp. (Asthma rescue inhalers, glucose, and Epi pens are kept with the camper at all times.) ALL medications must be in their original containers and be labeled with the camper's name and directions for use. Please put all of your camper's medicine in a Ziploc bag labelled with your camper's name. Have this ready at registration.

Packing Guidelines

*See attached list

Communication with Campers During Camp

Campers will not be allowed to call home except for emergencies. Contact us at rescuedivas@nwcep.org or (715) 209-0422 for issues that arise while your camper is at camp.

Homesickness

Homesickness may occur when a child is separated from her normal support system. It is quite natural for children to miss home when they are away, particularly during meal times and bed time. In fact, learning how to handle separation is an appropriate developmental task. Your encouraging attitude before and during camp will help prevent homesickness. Here are some hints to help prepare your camper for her stay:

- Discuss what camp will be like and strategies for dealing with homesickness, prior to your camper leaving.
- Pack a personal item from home, such as a stuffed animal.
- If you receive a call and your camper wants to talk to you, offer calm reassurance and put the time frame into perspective. This type of call is not common, but occurs when a camper does not respond to attempts to help them.

Do Not Bring

- Money– there will be no need for (or opportunity to spend) money at camp.
- Candy, food or beverages– we provide three full meals a day and will have some fun snacks during the day
- Pets
- Weapons of any kind

Cell Phone Policy

We acknowledge that campers and parents want to stay connected. However, we believe that cell phone use at camp is disruptive and interferes with developing relationships. Cell phones should be left at home. If a cell phone is discovered at camp it will be confiscated and given to the parent/chaperone at pickup. (The same applies to tablets, iPods, etc.)

Lost and Found

Please label belongings carefully. Personal property left behind will be held by Northwest Wisconsin CEP for one week. It will be your responsibility to arrange pick-up of such items.

Rescue Divas is not responsible for lost or stolen items. Please leave your valuables at home!

Camp Director Carrie Okey



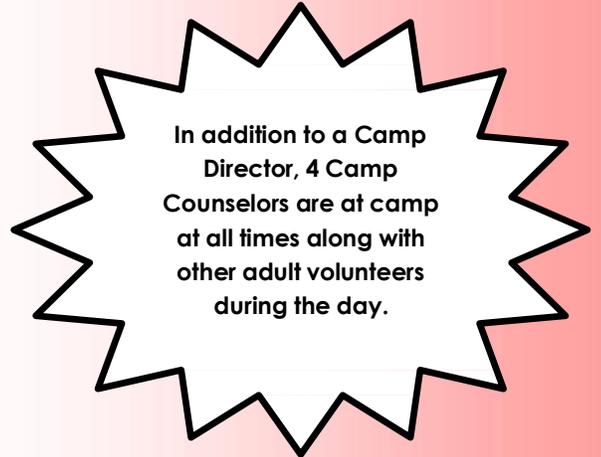
✓ Mother of two

✓ Healthcare

Recruiter

✓ Geocacher

✓ Volunteer Superhero— I mean, EMT

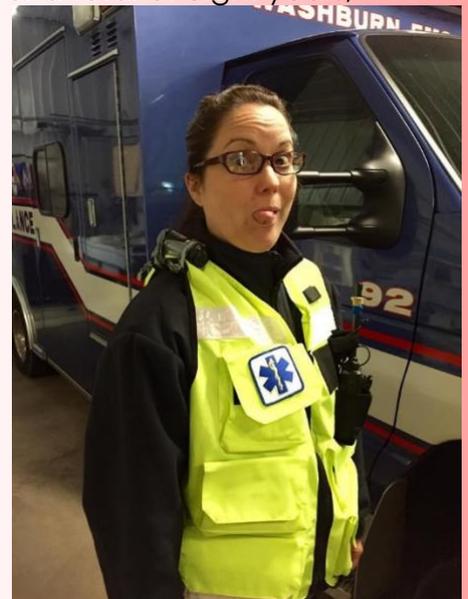


Hi, Everyone! Let me introduce myself...I'm Carrie Okey, Rescue Divas Camp Director and busy mom of two teenage boys.

Born on a naval base in Oakland, California, I ended up spending most of my childhood growing up in the suburbs of Chicago, Illinois. I loved being a Girl Scout, which introduced me to First Aid and lifeguarding. (I earned my Gold Award for creating a reforestation program at the summer camp I attended as a kid and where I eventually became a counselor.) Since then, I have attended Northland College (graduating with a degree in Environmental Studies and Outdoor Education), worked for the School District of Bayfield as their Athletic Director & Recreation Center Manager for four years, received my EMT-Basic training/license from WITC in 2003, went on to manage SplAshland waterpark at the AmericInn and assume the position of Director of Operations for a total of eight years, followed by four years at Northwest Wisconsin CEP as their Focused Initiatives Manager. Whew!

Now, I work for NorthLakes Community Clinic, as their Recruitment & Engagement Specialist. You can find me at any of our clinics interviewing job candidates or conducting orientations with new employees. I love working towards our mission of "responding to the healthcare needs of our communities with an integrated array of quality services and actively removing barriers to care".

2018 marks our fourth camp season and I couldn't be more excited. I have a lot of energy and love making people laugh, so get ready for a fun time!



Rescue Divas EMS Summer Camp

Packing List

Linens and Personal Items

- ___ Bath Towel
- ___ Wash Cloth
- ___ Soap

- ___ Shampoo/Conditioner
- ___ Deodorant
- ___ Comb or Brush
- ___ Hair Ties/Clips
- ___ Toothbrush/Toothpaste
- ___ A Positive Attitude!
- ___ Pillow
- ___ Sleeping Bag or Sheets & Blankets
- ___ Laundry Bag
- ___ Sanitary Napkins/Tampons (if needed)
- ___ Water Bottle ***MANDATORY**

Clothing

- ___ Socks
- ___ Underwear
- ___ Shorts
- ___ Jeans or other Long Pants
- ___ Shirts (Short & Long Sleeve)
- ___ Sweatshirt/Jacket
- ___ A Sense of Humor!
- ___ Pajamas
- ___ Baseball Cap
- ___ Flip flops or Sandals
- ___ Shower Shoes
- ___ Closed Toed Shoes (i.e. Sneakers or Hiking Boots) ***MANDATORY**

Other Important Items

- ___ Medications (to be turned in ASAP)
- ___ A Desire to Learn!

Optional Items

- ___ Rain Gear ***HIGHLY RECOMMENDED**
- ___ Camera
- ___ Flashlight
- ___ Lip Balm
- ___ Playing Cards
- ___ Something to Read
- ___ Stuffed Animal



NO ELECTRONICS (Cell Phones, iPads, iPods, Tablets, Video Game Players, etc.) are allowed. Please leave these and other valuables at home!

Rescue Divas EMS Summer Camp 2018 Camper Information Form

Camper Name: _____
FIRST MIDDLE LAST

Birth Date: _____ AGE ON ARRIVAL AT CAMP: _____

Camper Home Address: _____
STREET ADDRESS CITY STATE

Parent/Guardian to be contacted in case of illness or injury:

Name: _____ Relationship to Camper: _____

Preferred Phones: (_____) _____ & (_____) _____

Email: _____

Home Address : _____
STREET ADDRESS CITY STATE

Second Parent/Guardian *or other Emergency Contact* to be contacted in case of illness or injury:

Name: _____ Relationship to Camper: _____

Preferred Phones: (_____) _____ & (_____) _____

Email: _____

Home Address : _____
STREET ADDRESS CITY STATE

2018 Camper Information Form (Continued)

Camper Allergies: No known allergies Food Medicine The environment (insect stings, hay fever, etc.) Other **(Please describe what the camper is allergic to and the reaction seen.)**

Diet/Nutrition: ____ This camper eats a regular diet. ____ This camper eats a regular vegetarian diet. ____ This camper has special food needs. **(Please describe below.)**

Camper Restrictions: There are no physical restrictions while at camp.
 ____ There are physical restrictions while at camp.
(Please describe below.)

Medical Insurance Information:

This camper is covered by family medical/hospital insurance: Yes No

Insurance Company _____ Policy Number _____

Subscriber _____ Insurance Co. Phone (_____) _____

Parent/Guardian Authorization for Health Care:

This health history is correct and accurately reflects the health status of the camper to whom it pertains. The person described has permission to participate in all camp activities except as noted by me and/or an examining physician. I give permission to the physician selected by the camp to order x-rays, routine tests, and treatment related to the health of my child in emergency situations. If I cannot be reached in an emergency, I give my permission to the physician to hospitalize, secure proper treatment for, and order injection, anesthesia, or surgery for this child. I understand the information on this form will be shared on a "need to know" basis with camp staff. I give permission to photocopy this form. In addition, the camp has permission to obtain a copy of my child's health record from providers who treat my child and these providers may talk with the program's staff about my child's health status.

Signature of Parent/Guardian: _____ **Date:** _____

Relationship to Camper: _____

Rescue Divas EMS Summer Camp

2018 Medication Authorization Form

Camper Name: _____

FIRST

MIDDLE

LAST

OVER THE COUNTER MEDICATIONS

Please check all items that we may give your camper if she should need medication while at camp. *Note: All medications are given based on your individual child's weight or age as listed in the instructions.*

___ Acetaminophen (such as Tylenol or other non-aspirin pain reliever)

___ Ibuprofen (Motrin, Advil)

___ Throat Lozenges

___ Antihistamine (such as Benadryl)

___ Calamine, Caladryl or other anti-itch lotion

___ Antibiotic Ointment (such as polysporin or Neosporin)

___ Hydrocortisone cream

___ Antacid (Tums)

Comments: _____

Please fill in the bottom portion for any prescription medications your camper will be bringing to camp. **ALL PRESCRIPTIONS MUST BE IN THEIR ORIGINAL CONTAINERS.**

Medication & Dose:	Reason for Medication:	Times & Days to be Given:

Rescue Divas EMS Summer Camp 2018 Photo Release Form

Consent to interview, photograph, or film an individual for non-profit use by Northwest Wisconsin Concentrated Employment Program, Inc. (Northwest Wisconsin CEP)

Camper's Name: _____

I hereby consent to participation in interviews, the use of quotations, and the taking of photographs, movies or video tapes of the individual named above by Northwest Wisconsin CEP staff. I also grant to Northwest Wisconsin CEP staff the right to use, edit, and reuse said products for non-profit purposes including use in print, on the internet, and all other forms of media. I also hereby release Northwest Wisconsin CEP and its agents and employees from all claims, demands, and liabilities whatsoever in connection with the above.

Name of Parent/Guardian (Printed): _____

Signature of Parent/Guardian: _____ **Date:** _____

Address of Parent/Guardian: _____

STREET ADDRESS

CITY

STATE

***Photos will be used to promote awareness of the camp, the growing need for EMTs (regionally & nationally), and for EMS in general.**

Rescue Divas EMS Summer Camp 2018 Camper Pick Up Authorization

Camper's Name: _____

For your child's safety, a valid picture ID authorizes your child's release to a non-parent/guardian adult. The name listed below must match the proxy's Driver's License or other appropriate picture ID. Campers will not be released without personal identification. If you need emergency camper pick up, you must email a note to rescuedivas@nwcep.org or call the Camp Director at (715) 209-0422.

Parent/Guardian #1 (First & Last Name)

Relationship

Telephone Number

Parent/Guardian #2 (First & Last Name)

Relationship

Telephone Number

Name of Proxy #1 (First & Last Name)

Relationship

Telephone Number

Name of Proxy #2 (First & Last Name)

Relationship

Telephone Number

SAMPLE
Counselor Contract,
Code of Conduct
&
Emergency Action Plan

Rescue Divas*

EMS Summer Camp for Girls

Purchase of Service Agreement – June 2016

By and Between: **Northwest Wisconsin CEP (Customer) and**
_____ (Provider/Name of Counselor)

Services Purchased: Duties as assigned by the Camp Director, that include:
Ensure safety of all children, staff, and volunteers; act as a role model/mentor to children; encourage a fun learning environment; greet new campers and explain all rules of camp; supervise a designated cabin, including wake up, daily activities (clean-up, etc.) and bedtime; lead games, scavenger hunts, obstacles courses and other activities; model positive participation in all activities; recognize and respond to opportunities for group problem solving; provide opportunities for each camper's success; encourage respect for property, equipment, facilities, and each other.

Contracted Position: **Rescue Divas Camp Counselor**

Payment for Service: **\$350**

Dates of Service: **June 6th (6:30pm – 8:30pm) & June 12th - June 16th (120 hours)**
Please arrive at noon on June 12th. We will depart camp after the closing ceremony and clean-up, approximately 2:30 p.m.

Payment Terms: After the full completion of purchased services within the dates of service, Northwest Wisconsin CEP, the Customer, will remit payment to the Provider within 30 calendar days. A form W-9 must have been completed and submitted to the Customer prior to the start of this agreement by the Provider. No payments will be made for services provided outside of the dates included herein, nor will payments be made for services or items purchased beyond the scope of this agreement.

Counselor _____

Date _____

Camp Director _____

Date _____

Rescue Divas

Counselor Code of Conduct

As fun as working for *Rescue Divas* will be, there will be times when you ask yourself why you decided to do this. While working at camp can be challenging and tiring, it is also one of the most rewarding experiences you can have. As a *Rescue Divas* Camp Counselor, you will have the opportunity to make a lasting, positive impact on the lives of middle school girls. Because of this awesome responsibility, *Rescue Divas* counselors are expected to serve as positive role models to our campers. This requires good judgement and decision making for the duration of camp.

All camp staff are encouraged to promote a positive atmosphere at camp. Even disciplinary action at camp can be done in a positive way. Staff will redirect campers when there is a disciplinary issue or homesickness, etc. Our goal is to fan the flame of excitement in girls, not to snuff it out.

IMPORTANT POINTS:

- **Child Abuse:** Corporal punishment or any form of physical, emotional or sexual abuse, or any endangerment to a camper is grounds for immediate dismissal and will be reported to the proper law enforcement agency.
- **Drugs and Alcohol:** The use or possession of alcohol or illegal drugs of any kind is forbidden. Any illegal activity, including use or possession of illegal drugs or supplying drugs, alcohol or tobacco in any forms to minors, will be reported to the proper law enforcement agency and will result in your employment being terminated without warning.
- **Grooming:** All aspects of personal appearance are subject to the approval of the Director in regard to its appropriateness for *Rescue Divas EMS Camp*. The personal appearance of the staff is decidedly important both as a role model to campers and as a representative of *Rescue Divas EMS Camp*. We expect Counselors to present a personal example in clean, neat dress and appearance as well as personal hygiene.
- **Online Social Networking:** While *Rescue Divas* encourages promoting careers and volunteer opportunities in EMS, we also advocate for using caution- and respect for campers' privacy- when posting pictures of camp

to social networking sites. Please do not post pictures that include campers. Also, do not post names of campers in status updates, etc. When you identify yourself as a member of the *Rescue Divas* experience, we ask that you do so in a positive and professional manner.

- **Personal Behavior and Habits:** Staff, while employed at *Rescue Divas EMS Camp*, shall adjust their personal habits and actions to accommodate the policies and ideals of *Rescue Divas*. Examples of poor “Personal Behavior and Habits” include, but are not limited to: using profanity, talking about inappropriate subjects with or around campers, etc.
- **Time Off:** Counselors are expected to stay at camp the entire duration of *Rescue Divas EMS Camp*. We do, however, understand the need for an occasional break or small period of time off to run personal errands, etc. Please discuss your need for time off with the Director.
- **Personal Vehicles:** Staff members may bring personal vehicles to camp and park in the lot by our lodging. Unauthorized transportation of a camper is prohibited and will result in dismissal. Camp is not responsible for damage, theft, etc. to vehicles parked in the parking lot.

RESCUE DIVAS EMERGENCY ACTION PLAN

A camper or staff member may sustain an injury or suffer an illness that requires prompt action to be taken at the site of occurrence. The following is our Emergency Action Plan.

1. Make victim and others safe from further harm.
2. Summon First Aider (Carrie or other trained responders- guests such as Evelyn Dax, Dan Clark, Erika Kurtz, etc.)
3. Describe event to First Aider.
4. Assess victim as having a life-threatening emergency or a non-life-threatening emergency.

Life-threatening emergency

- a. Give First Aid.
- b. Activate EMS (911).
- c. Camp Director will go with camper to hospital.
- d. Camp Director will notify victim's parents.

Non-life-threatening

- a. Give First Aid.
- b. Notify Camp Director.
- c. Camp Director will notify victim's parents.
- d. Activate EMS (911), if needed.

5. Obtain victim's medical records and signed parental consent for emergency treatment for EMS personnel (in the blue striped binder, in the yellow camp backpack).
6. Confirm adult staff members will remain with other campers while Director is away.



Code of Conduct

RESCUE DIVAS ARE:



RESPECTFUL

- ✓ They don't curse.
- ✓ They don't fight.
- ✓ They aren't disrespectful.

PUNCTUAL

- ✓ Please be on time for meals & activities.

ATTENTIVE

- ✓ Please take care of your belongings & messes.
- ✓ Cell phones, iPods, & handheld game systems are not allowed.

INQUISITIVE

- ✓ Ask lots of questions.
- ✓ Learn lots!

SAFE

- ✓ Use the buddy system- don't go anywhere alone.
- ✓ Always wear closed toed shoes at camp.
- ✓ All medicine must be given to the Camp Director at Registration.
- ✓ Please stay in your bunk after lights out, unless you need to use the bathroom.

HELPFUL

- ✓ Offer your assistance when you see someone needing help.



JUNE

Thank you for supporting

2016

Rescue Divas EMS Summer Camp for Girls!

- Northwest Wisconsin CEP

- Northwest WI AHEC

- Essentia Health

- St. Luke's Health

- Ashland Education Fund

- Memorial Medical Center



- Life Link III Air Ambulance

- Mason Fire Department

- Bayfield County Sheriff's Department

- Washburn Area Ambulance Service

- Sawyer County Search & Rescue

- Ashland Fire Department

- Ashland Parks & Recreation

- Delta Diner

Very special thanks & HUGE HUGS to:

Mary Zinnecker, Dan Clark & Erika Kurtz - RESCUE DIVAS COMMITTEE

Evelynn Dax & Elle Abeles-Allison - RESCUE DIVAS COUNSELORS

EMTs are needed in our area!



If you have the time and dedication to help your community as an Emergency Medical Technician, please contact your local ambulance service or email cokey@nwcep.org for more information. Training is paid for and your services are needed.



If not you, then who? If not now, then when?

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