



2018 Summer Leader Essential Information – Day Camps

Arrival Dates and Times

May 20 4-5 pm at Michigan Overnight Endeavor Center/Gym (dinner will be provided)

- Site Coordinators, Assistant Site Coordinators, Administrators

May 22 4-5 pm Michigan Overnight Endeavor Center/Gym (dinner will be provided)

- Area Directors

May 24 4-5 pm Michigan Overnight Endeavor Center/Gym (dinner will be provided)

- Inclusion Leaders and Media Directors

May 28 3-5 pm Michigan Overnight Endeavor Center/Gym (dinner will be provided)

- All Summer Leaders/Counselors

Airport/Train Shuttles

There will be a shuttle from Grand Rapids to SpringHill Michigan Overnight on the evening of **May 27th** and **late morning on May 28th**. If you will be arriving to Michigan by train or plane, please arrive on **May 27th** or the **morning of May 28th** in to Gerald R. Ford Intl. Airport (GRR) or Vernon J. Ehlers Train Station (GRR).

Please fill out the following Google Form by May 16th to let us know your flight or train information. On May 17th you will receive an e-mail from SpringHill letting you know what time the shuttle will pick you up.

<https://goo.gl/forms/EGfjnaFqhiCjKweD2>

Please plan accordingly, we will only pick you up if you have prearranged with the contact person above.

SpringHill Van

There will be SpringHill vans leaving from Liberty Bible Church and Crossroads Church – Mason on the morning of **May 28th** if you would like to take that to training at SpringHill Michigan Overnight. Van departure times are indicated on the Google Form that is linked below.

Liberty Bible Church
824 N. Calumet Ave.
Chesterton, IN 46304

Crossroads Church – Mason
990 Reading Rd.
Mason, OH 45050

Northview Church Carmel
12900 Hazel Dell Pkwy
Carmel, IN 46033



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Please fill out the following Google Form by May 16th if you would like to take one of these vans so we know to expect you. On May 17th you will receive an email to confirm your pick up location and departure time.

<https://goo.gl/forms/RxCBKAuoW3CSiUs1>

Packing List

- | | |
|------------------------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Bible | <input type="checkbox"/> 10 pairs of underwear |
| <input type="checkbox"/> Notebook and pens | <input type="checkbox"/> 10 pairs of socks |
| <input type="checkbox"/> Toiletries | <input type="checkbox"/> 5 t-shirts and shorts |
| <input type="checkbox"/> Clothes that can get dirty | <input type="checkbox"/> 2-3 swimsuits (modest one piece only) |
| <input type="checkbox"/> Laundry detergent and coins | <input type="checkbox"/> 1-2 pairs of jeans |
| <input type="checkbox"/> Dirty clothes bag | <input type="checkbox"/> 1-2 sweatshirts or jackets |
| <input type="checkbox"/> Flashlight | <input type="checkbox"/> Plain white t-shirt |
| <input type="checkbox"/> Sunglasses | <input type="checkbox"/> Rain jacket |
| <input type="checkbox"/> Watch | <input type="checkbox"/> Athletic shoes |
| <input type="checkbox"/> Sunscreen | <input type="checkbox"/> Sandals with a back (no flip-flops) |
| <input type="checkbox"/> Insect repellent | <input type="checkbox"/> Modest tank tops (no spaghetti straps) |
| <input type="checkbox"/> Sheets, pillow, blanket | <input type="checkbox"/> Wacky Wednesday attire |
| <input type="checkbox"/> Sleeping bag | |
| <input type="checkbox"/> Towel | |

Do **NOT** bring peanuts or peanut products.

Human Resources Packing List

You will need **two forms of identification*** from the lists below. The identification must be the original and not photocopied. If you do not bring the following items with you to training, you will not be able to work and must return home to bring them back. Contact work@springhillcamps.com for questions.

You either need your passport or an item from both groups 2 and 3.

- | | | | | |
|--------------------|-----------|------------------------------------------|------------|--------------------------------|
| 1. Passport | OR | 2. Valid driver's license | AND | 3. Social security card |
| | | 2. School ID card with photograph | | 3. Birth Certificate |
| | | 2. State ID card | | |

*At least one piece of identification must have a photograph



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Essential Paperwork

Please make sure your paperwork is complete at least 3 weeks before coming to SpringHill.

This includes:

- + Emergency contact form
- + Health form
- + Direct deposit form
- + Federal tax form
- + State tax form
- + Central registry clearance request (these can take up to 60 days to process)
- + Criminal background check

Social Media

Facebook Group – [2018 SpringHill Day Camps](#)

Instagram: @SpringHillCamps @WeAreSpringHill

Spring Volunteer Opportunities

Volunteer at SpringHill before you arrive for training! Sign up [here!](#)

Summer Leader Camper Discount Codes

As a SpringHill Summer Leader, you have the opportunity to give one Day Camp and one Overnight discount to your family or friends. The discounts are: \$25 off a Day Camp Experience or \$150 off an Overnight Camp experience. They can use the following discount codes during the online registration process.

- Day Camps Discount: 18SSFFDC25
- Overnight Camps Discount: 18SSFFON150

YOUR Mailing Address for the Summer

At Training:

Attn: (Your Name)
C/O SpringHill Camps
PO Box 100
Ewart, MI 49631

During Camp Season:

Attn. SpringHill – Your Name
Partner Church Address
Partner Church City, State, Zip



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Important Contacts

SpringHill Michigan Overnight Main line – 231.734.2616

HR/Paperwork Questions – Carmen Dieppa cdieppa@springhillcamps.com

Chicago 1 - Brandon Congdon bcongdon@springhillcamps.com

Chicago 2 - Alisha Garza achocholous@springhillcamps.com

Chicago 3 - Danielle Campfield dcampfield@springhillcamps.com

Cincinnati - Ashley Barnett abarnett@springhillcamps.com

Columbus – Matthew Wiegmann mwiegmann@springhillcamps.com

Detroit 1 - Jenn Weidman jweidman@springhillcamps.com

Detroit 2 - Mike Vallentine mvallentine@springhillcamps.com

Detroit 3 - Ali Mooney amooney@springhillcamps.com

Indianapolis 2 - Matthew Schaefer mschaefer@springhillcamps.com

Indianapolis 3 - Patrick McLeland pmcleland@springhillcamps.com

West Michigan 1 – Matthew Young myoung@springhillcamps.com

West Michigan 2 - Kurt Miller kmiller@springhillcamps.com

West Michigan 3 - Eric Winer ewiner@springhillcamps.com