



FORT WILDERNESS

Prep Guide

Project Serve Volunteers

Preparing for Camp

We are excited to have you here! Thank you for taking time out of your regular schedule to serve. Volunteers are the hands and feet of Fort Wilderness. Below is a packing list, volunteer expectations, and general camp information. Please use it to assist you as you prepare for your weekend at camp. If you have questions, please call or text Shannon Lenox, Volunteer Coordinator, at 414-698-3188 or Abby Giles, Summer Staff Coordinator, at 715-367-4957.

FALL

As you prepare to serve during the fall, please note a few things about the Northwoods. The temperature can range from freezing (high 20's) at night to 80's during the day. Average October Weather is mid 40's at night and 60's during the day. When not working, we welcome you to enjoy the waterfront, climbing tower, gun and archery ranges, trail rides, and much more.

FALL SERVICE AREAS

- Accommodations – mostly indoor
- Campgrounds (coffee shop) – indoor
- Canteen - indoor
- Dish Crew - indoor (close-toed shoes)
- Kitchen – indoor (close-toed shoes)
- .22 Range – outdoor
- Archery - outdoor
- Stables – outdoor (jeans, boots)

FALL ITEMS TO BRING

(avg. temp 40 at night, 60 during day)

- ☐ Clothing (layers for different temps)
- ☐ Flashlight
- ☐ Toiletries / Towels / Washcloth
- ☐ Bible / Notebook / Pen
- ☐ Sleeping bag or twin sheets
(some locations have full beds)
- ☐ Pillow
- ☐ Medications
- ☐ Water Bottle

WINTER

As you prepare to serve during the winter, please note a few things about the Northwoods. The temperature can range from -10 to 30 degrees. At any point throughout the winter, you can find 10-12" of snow on the ground. As you are packing, also consider the location you will be serving and if it is indoor or outdoor. When you are not working in your area, you may utilize many of the activities provided to campers such as the ski trails, tube hill, ice skating and broomball rinks, and trail rides.

WINTER SERVICE AREAS

- Accommodations - indoor
- Campgrounds (coffee shop) – indoor
- Canteen - indoor
- Dish Crew - indoor (close-toed shoes)
- Kitchen – indoor (close-toed shoes)
- Safety Force – outdoor (boots/winter gear)
- Ski Haus – indoor and outdoor (winter gear)
- Stables – outdoor (boots/winter gear)

WINTER ITEMS TO BRING

(avg. temp 20 at night; 32 during day)

- ☐ Clothing (layers for different temps)
- ☐ Flashlight
- ☐ Toiletries / Towels / Washcloth
- ☐ Bible / Notebook / Pen
- ☐ Sleeping bag or twin sheets
(some locations have full beds)
- ☐ Pillow
- ☐ Medications
- ☐ Water Bottle
- ☐ Winter Coat / Gloves / Hat

Items **not allowed in camp:** Firearms or fireworks, pets of any kind, alcoholic beverages, or drugs and tobacco products.

Volunteer Information and Expectations

Nametags:

All staff and volunteers are required to wear a nametag while working (unless otherwise instructed). Please wear them in a visible spot so campers can identify you. Before you depart, leave your nametag in your cabin. We reuse nametags so please don't take them with you. As a special thanks, wear your nametag to the canteen and coffee shop to receive a 25% discount on merchandise and \$2.00 drinks and ice cream.

Meals:

Meals are served in the dining hall at 8:00 am (breakfast), 12:30 pm (lunch), and 5:30 pm (dinner). We ask that you allow campers to be served first unless otherwise instructed.

Emergency Contact Information:

In case of emergency during office hours, call the office at 715-277-2587.
After hours, call the host phone at 715-277-3289.

Representing "The Fort":

As you serve, remember that you are representing Fort Wilderness in your speech and actions. Limit your phone usage while actively working and focus on campers and co-workers during this time.

Common Questions:

When should I arrive and depart?

Winter camps start and end at different times. Our preference is for you to be available a couple of hours prior to the campers arriving and stay through a couple of hours after campers leave. More important than when you arrive and depart is that you communicate your estimated arrival and departure with us. If you have not already done so, please email Shannon at shannonlenox@fortwilderness.com and let him know approximately what dates/times you will be arriving and departing.

Where can we park our vehicle?

You may park your vehicle outside of your cabin (limited spots provided) or in the main parking lot across from the Canteen. Please be mindful of pedestrians as you are driving through camp. The speed limit is 10 mph.

What if I have a food allergy and/or a special diet?

For any food allergy, we want to help. We can accommodate gluten, dairy, and nut allergies as well as some special diets related to specific medical needs. You may need to supplement your meals with your own food. If this is the case, there will be space in the staff refrigerator for you to use. If you are gluten free, plan to bring your own bread and desserts as Fort does NOT provide these items. It is valuable for us to work with you to make a plan at least 2 weeks ahead of camp for special situations. For any food allergy, please email Shannon at shannonlenox@fortwilderness.com.

What if an accident or illness occurs?

Our infirmary, Payton's Place, is equipped with basic first aid needs. If a more serious condition occurs, you will find excellent medical facilities in both Rhinelander & Minocqua. Each family is responsible for their own health and accident insurance while at the Fort. The Fort does not offer or provide camper medical or accident insurance.

What if I have to cancel?

Please email Shannon at shannonlenox@fortwilderness.com right away to let him know you are no longer able to serve.