Gems Camp Planning Committee (GCPC) | Responsibilities 2016

The Gems Camp Planning Committee (GCPC) consists of one student coordinator and three committee members. The responsibilities of the 2016 GCPC are outlined below. Please note GCPC members will also meet once in December 2015, before the semester is over (time/date TBA).

The Student Coordinator for Gems Camp will:

- Manage aspects of Camp Leader recruitment and selection (including recruiting and interviewing)
- Plan and facilitate GCPC weekly meetings in Spring 2016 and throughout Summer 2016
- Facilitate Camp Leader training in August
- Supervise and manage Camp Leaders during camp
- Work as a student worker during Summer 2016 to prepare materials for camp (will be paid a stipend at the end of the summer)
- Manage any communications through the Gems Camp email account

As a committee, students (including the Student Coordinator) will work together to accomplish the following responsibilities:

- Attend Gems Camp 2016*
- Enroll in GEMS208J for 1 credit during the Spring 2016 semester (Day/time TBA) and attend all training sessions/planning meetings
- Assist with Gems Camp Leader recruitment in Spring 2016
- Assist with Gems Camp planning (camp content, logistics, materials, theme, etc.)
- Determine Gems Camp theme and logo
- Design coordinate Gems Camp shirts
- Brainstorm and update Gems Camp content and activities (Mastering Maryland, icebreakers, team builders, etc.) to enhance the learning outcomes of Gems Camp
- Advertise Gems Camp through social media, promotional video, flyers, home mailing, etc.
- Update Gems Camp information packet given to campers
- Plan and implement Camp Leader spring meetings and trainings
- Assist with and help facilitate Camp Leader training in August
- Assist with and help with Camper move-in and registration
- Manage and update Camp Leader binder documents for training
- Coordinate and assist with Gems Camp assessment in early Fall 2016
- Plan and facilitate Gems Camp Reunion in Fall 2016

* All students in GCPC must be able to attend camp, tentatively scheduled for Tuesday, August 23rd – Thursday, August 25th, 2016. Students in GCPC will assist with logistics at camp, and will not have campers.