



Youth Ministry Leader Information Packet

Youth Ministry Leader,

I know what it is like to try to plan and carry out a youth ministry retreat, while at the same time hoping to sneak in a few moments to build relationships maybe at a meal or free time. But most of your time and mental focus is taken up making sure things are ready for the session, the next game, the campfire, what to do with students after they respond to the moving of the Holy Spirit, making certain couples are not off alone, etc. It can be mentally draining managing all these retreat components... and it is only Friday night, nearing midnight.

Rhodes Grove Camp wants to help you remove as many of these components from your concern and take care of them for you at Recharge Winter Youth Retreat. We take care of the sessions, securing the speaker and music leading, activities, schedule, and meals so you focus on ministering to your students and are mentally present for them.

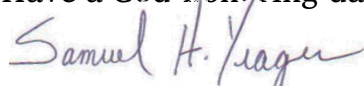
Two weekends are offered for you to choose from to bring your students to Recharge in 2024. The first weekend is January 12-14, and the second is February 9-11. Rob Gunkelman (Pastor of Student Ministries, King Street U.B. Church, Chambersburg, PA) is the speaker for the first Recharge, and Lee Reams (Pastor of Compass Community Church, Cross Junction, VA) is for the second. Each weekend the worship music is led by Jonah Graybill, a recent summer staff member.

The theme for these retreats is “*But God...*” Students face situations that seem tough, *But God* comes through, and things turn out better than expected. Or students have their own plans about how something should happen, *But God* has another idea, and wants us to be open to it. Or if making a decision, do students take the time and consider “*But God* says... in His Word.” Students will be given the opportunity to consider Biblical examples and life application in the context of the theme “*But God...*”

This packet of information is provided to answer many of the questions you may have about the retreat. If there is a question that is not addressed, please send an email to sam@rhodesgrove.com or call 717.375.4162. Forms to register your group are also included in this packet.

Rhodes Grove Camp and Conference Center looks forward to serving you so you can minister to the students associated with your ministry.

Have a God-honoring day,

A handwritten signature in blue ink that reads "Samuel H. Yeager". The signature is fluid and cursive, with the first name being the most prominent.

Rev. Dr. Sam Yeager
Program Director

Contents

Cost per person4

Register Your Group4

Payment Schedule.....5

CANCELLATION POLICY5

Medical Information.....6

Food Restrictions/Allergies6

Packing List6

Available Free Time Activities7

Student Protection.....7

Leading as a Youth Leader Note7

Some Weekend Guidelines.....7

QUIET HOURS7

CELL PHONES & ELECTRONICS7

MEALS8

SLEDDING8

BE AWARE8

TIMING.....8

Space Reservation Sheet.....9

Registration Form..... 10

2024 RECHARGE GROUP REGISTRATION FORM.....11

Leader Clearances Sheet..... 13

Sample Retreat Schedule 14

Map of Rhodes Grove Camp..... 15

Cost per person

- The cost per person, student or leader, is \$100 by two weeks prior to the retreat weekend you plan to attend
- After that, there is a \$30 additional fee per person.

Register Your Group

➔ *Space Reservation Form* – saves space for your group to attend Recharge. Submit this to Rhodes Grove as soon as you plan to attend Recharge Winter Youth Retreat.

-Download the Space Reservation Form available in this packet on page nine.

-Fill out the Space Reservation Form and submit it with a down payment (check Payment Schedule below) to the Rhodes Grove Camp office by postal mail or by email to vicki@rhodesgrove.com as soon as you plan for your group to attend Recharge Winter Youth Retreat.



➔ *Registration Form* – a required form from each person attending with your group asking for basic information and is a release form for Rhodes Grove Camp.

-Download the Retreat Guest Form for each person registering to attend Recharge, which is available in this packet on page ten.

-Hand out the Retreat Guest Form to each person planning to attend Recharge Winter Youth Retreat.

-Collect the Retreat Guest Forms from each person attending Recharge.

-Hand in the completed Retreat Guest Forms when you check-in Friday evening of Recharge.



➔ *Group Registration Form* – a form to provide basic information about who is attending with your group.

-Download the Group Registration Form available in the packet on page 11-12.

-Provide the information that is requested about you as the youth leader and the church.

-Provide the requested information about each person who is attending Recharge Winter Youth Retreat 2024.



-Tally the financial columns to know what is due for the final payment after subtracting the down payment already made to Rhodes Grove.

-Submit the Group Registration Form with your payment to the Rhodes Grove Camp office two weeks prior to your camp.

Payment Schedule

Rhodes Grove accepts payment by cash, check, or credit card (Discover, Visa, MasterCard).

The following payment schedule is in place to help pay for Recharge Winter Youth Retreat.

➔ Space Reservation Down Payment for your group – Submit this as soon as you know your group is attending Recharge Winter Youth Retreat 2024. The down payment schedule is:

1-10 people \$100
11-20 people \$200
21+ people \$300

This will assist Rhodes Grove in managing the number of people attending Recharge each weekend. Complete the Space Reservation Sheet and submit it to Rhodes Grove by the date below to reserve space for your group.

This amount is non-refundable. It is deductible from your final payment due. The number of people you reserve space for locks you into the rate of \$100 for that number of people attending. The Guest Registration Form and Group Registration Form are not required at this time.

* * *

➔ Retreat Payment – Two weeks before the Recharge Winter Youth Retreat you plan to attend; the completed Group Registration Form is to be submitted to the Rhodes Grove Camp Office. At this time, a payment of \$100 per person, minus the down payment, is required. This includes a \$50 non-refundable but transferable amount to another person as a replacement for a person who later cannot attend.

* * *

➔ Final Payment – this payment is due by the Friday of the Recharge Winter Youth Retreat you are attending if there are additional people attending after the two-week deadline.

Registration Due Dates Grid

	January 12-14	February 9-11
Space Reservation Due It lets RGC know how many you plan to have attend Recharge, and which weekend. Submit the Form with the appropriate down payment.	As soon as you plan to attend with your group.	As soon as you plan to attend with your group.
Group Registration Form \$100 per person minus the down payment made with the Space Reservation Form	December 29, 2023	January 26, 2024
Final Payment Due Any outstanding balance	January 12, 2024	February 9, 2024

CANCELLATION POLICY

If the *group* cancels before 11 days of the Recharge Winter Youth Retreat you plan to attend, there is no cancellation fee. However, 10 days or less from the Recharge Winter Youth Retreat you plan to attend, a cancellation will be charged one-half the rate of the retreat.

If a *person* cancels before 11 days of the Recharge Winter Youth Retreat your group plans to attend, there is no cancellation fee assessed. However, if the cancellation is 10 days or less before the Recharge Winter Youth Retreat you plan to attend, and there is no replacement person, the group will be charged one-half the rate of the retreat.

Cancellation Date Grid

	January 12-14	February 9-11
Up to 11 days prior No Fee Full Refund	January 1, 2024	January 30, 2024
10 days or less prior Fee is Assessed Half of the retreat rate	January 2, 2024	January 31, 2024

Medical Information

Rhodes Grove Camp does not provide any medical personnel for groups that attend Recharge Winter Youth Retreat. Groups are responsible for their own First Aid/Medical care, as well as management of student's medications.

Food Restrictions/Allergies

If any participant has food allergies and/or restrictions, please contact Rhodes Grove at 717-375-4162 and speak with the Office Assistant to ensure the person receives appropriate meals during the retreat. Rhodes Grove cannot guarantee that special foods are available without prior knowledge of restrictions or allergies.

Packing List

Each person will need to pack the following:

Bedding- sleeping bag	Pillow	Deodorant
Wash Cloth, Towel	Soap	Toothpaste
Comb/Brush	Toothbrush	Shampoo
Winter Clothing	Boots	Winter Coat
Bible	Pen/Pencil	

Advise your group to check the weather for Chambersburg/Greencastle, PA 17202 to know how to pack appropriately for the weekend.



Available Free Time Activities

During Free Time there are a variety of things that can be done at Rhodes Grove Camp. The list includes basketball, volleyball, and more in the Retreat Center; a GaGa Ball pit; Board Games; Game Room - Table Tennis & Carpetball; Video; Disc Golf; and maybe some surprises.



Student Protection

Rhodes Grove Camp takes the protection of students seriously. Rhodes Grove stringently follows Pennsylvania Laws about student protection and background checks. Because of carrying for the protection of people, Rhodes Grove has two requirements of groups.

- 1 Each group must provide their own adult chaperones (ages 18 and older). We require one adult for every 5-6 students, per sex.
- 2 We expect that groups submit a *Leader Clearance Sheet*. This sheet affirms that the local church has on file ALL paperwork required by your state for child protection for any person *over 18 and out of high school*. On the sheet below, list all who are over 18 and out of high school. Signatures are required from you, as the primary contact/youth leader, as well as a person in leadership at the church (pastor, board/council member). This confirms that all necessary documents are on file at the local church. Only hand-in this sheet during check-in, Rhodes Grove does not want copies of each person's background clearance results.

Note: As groups may attend Recharge from at least four different states, we realize there are varying requirements per state. Please have on file at your church what your state requires for child protection, or as some call it "safe sanctuaries."

The sheet is available below on page 13.

Leading as a Youth Leader Note

The best way to impact the lives of students is to be involved with them over the weekend.

- sit amongst them during sessions (helps to make sure all students remain focused)
- take part, at least ensure the involvement of students, in all activities (reduces distractions from participants and those leading activities)
- “hang-out” with your students (ministry requires times of being in their presence with no agenda, these times offer many insights into their lives)
- stand in line and eat meals with them (students long for times like these, take advantage of the weekend to be with your students as much as you can)

Some Weekend Guidelines

QUIET HOURS

Quiet hours are from 11:00pm – 7:00am. Please keep noise to a minimum during this time when outside and even in your cabin.

CELL PHONES & ELECTRONICS

Rhodes Grove Camp advises limited use of cell phones and electronic devices around the main camp area (in public view). Such tools tend to be a distraction from the retreat experience.

With that said, we understand that adult leaders may need them for various reasons (i.e., safety, keeping in touch with parents, work, and so on). If the need arises, please try your best to use them away from public view. It is up to you, as a leader, to decide if your teens can have or use their devices in their rooms.

MEALS

Please arrive for each meal on time. This will help ensure mealtimes run smoothly, and meals are warm for everybody. Meal seconds will be called after everyone has had the opportunity for firsts and if there is food available.

SLEDDING

Sledding is available on the hill in front of the Retreat Center. Please do not let your teens sled anywhere else on camp. You will need to provide your own items to sled on.

BE AWARE

We understand that it is not possible for your teens to be in the presence of an adult leader all the time. However, please do your best to make sure you know where each of your teens are throughout the weekend.

TIMING

We ask for your help to stay on schedule by ensuring your teens arrive for sessions and activities on time.





Space Reservation Sheet

Please provide the information below to reserve space
for your group to attend Recharge 2024.

Church: _____

Address: _____

City: _____ State: _____ ZIP: _____

Contact Person: _____ Contact Person Phone: (____) _____

Contact Person Email Address: _____

Which Recharge does your group plan to attend:

_____ January 12-14, 2024 _____ February 9-11, 2024

What range of people attending do you want to reserve space for?

_____ 1-10 people \$100 _____ 11-20 people \$200 _____ 21+ people \$300

How many per sex you expect to bring: # of males attending _____ # of females _____

How do you wish to reserve space for your group?

_____ Check: make payable to Rhodes Grove Camp

_____ Credit Card: (circle which card) VISA MASTERCARD DISCOVER (no AmEx)

Account #: _____

Expiration Date: ____ / ____ Security Number: _____

Name on Account: _____

Acct Street Address: _____

Acct City: _____ State: _____ Zip: _____

Submit this form along with the Space Reservation Down Payment to
Rhodes Grove Camp, 7693 Browns Mill Road, Chambersburg, PA 17202



Registration Form

This registration is to be filled out only if you are attending with a church group.
Please submit it to your group leader upon completion.

Name:	Grade:
Address:	Sex: M F
Church You Are Attending the Recharge Winter Youth Retreat with:	
Rhodes Grove Camp Program Authorization and Release	
<p>To my knowledge the information that I have provided is correct and the named participant ("Camper") has permission and is authorized to participate in the camping program of Rhodes Grove ("Camping Program") except as noted.</p> <p>I grant permission for the Camper to be included in camp photos, audio, and/or video which may be used for promotional purposes.</p> <p>I acknowledge and understand that the Camping Program involves a wide variety of formal and informal indoor and outdoor recreational and learning activities and that participation in the Camping Program could result in personal injury or illness to the Camper. With full knowledge of the risks associated with the Camper participation in the Camping Program, I hereby absolve, release and forever discharge and hold harmless Rhodes Grove, its officers, directors, members, employees, and agents, and any individual directly or indirectly involved with the Camping Program from any and all liability for injury or illness suffered by the Camper while participating in or as a result of the Camping Program.</p> <p>In the event the Camper should suffer an injury or illness while participating in or as a result of the Camping Program, I hereby authorize and consent to any and all medical treatment which may be determined by a physician, other qualified medical personnel, or the officials of the Camping Program to be necessary or desirable for the Camper and hereby authorize the officials of the Camping Program to use their discretion to have the Camper transported to a medical facility for such treatment.</p> <p>I understand that if during the Camping Program the Camper has a sickness or injury requiring offsite medical attention, it will be the Camper or Parent/Guardian's responsibility to pay for any and all charges.</p> <p>By signing below, the Camper, and if applicable the parent(s)/guardian(s), acknowledge they have read and understood this Camping Program Authorization and Release.</p>	
Signature of a Parent/Guardian/Caregiver or Participant if 18 or older:	Date:



2024 RECHARGE GROUP REGISTRATION FORM

Which Recharge Retreat is your group attending? ____ Jan. 12-14, 2024 ____ Feb. 9-11, 2024

Group Information

Church/Ministry Name:		
Street Address:		
City:	State:	Zip Code:
Contact Person Name:		
Contact Person Email Address:		Contact Person Phone:
Street Address:		
City:	State:	Zip Code:

Individuals Attending

LIST THE CONTACT PERSON AS NUMBER 1. For other adults, place a check in the box in the Adult column.

	Adult	Attendee Name	Grade	Sex	\$100 Rate	Balance Due
		Contact Person		M F		
1	<input type="checkbox"/>			M F		
2	<input type="checkbox"/>			M F		
3	<input type="checkbox"/>			M F		
4	<input type="checkbox"/>			M F		
5	<input type="checkbox"/>			M F		
6	<input type="checkbox"/>			M F		
7	<input type="checkbox"/>			M F		
8	<input type="checkbox"/>			M F		
9	<input type="checkbox"/>			M F		
10	<input type="checkbox"/>			M F		
11	<input type="checkbox"/>			M F		
12	<input type="checkbox"/>			M F		
13	<input type="checkbox"/>			M F		
14	<input type="checkbox"/>			M F		
15	<input type="checkbox"/>			M F		
<u>Office Use Only</u> Date Amt Paid Payment Method(s) _____			Section Total			
			Other Section Ttl			
			Down Payment			
			Grand Totals			

Individuals Attending (Continued)

	Adult	Attendee Name	Grade	Sex	\$100 Rate	Balance Due
16	<input type="checkbox"/>			M F		
17	<input type="checkbox"/>			M F		
18	<input type="checkbox"/>			M F		
19	<input type="checkbox"/>			M F		
20	<input type="checkbox"/>			M F		
21	<input type="checkbox"/>			M F		
22	<input type="checkbox"/>			M F		
23	<input type="checkbox"/>			M F		
24	<input type="checkbox"/>			M F		
25	<input type="checkbox"/>			M F		
26	<input type="checkbox"/>			M F		
27	<input type="checkbox"/>			M F		
28	<input type="checkbox"/>			M F		
29	<input type="checkbox"/>			M F		
30	<input type="checkbox"/>			M F		
Other Section Total						

Late Registrations

The section is for attendees who register after the registration deadline and owe a \$30 late fee.

	Adult	Attendee Name	Grade	Sex	\$100 Rate	\$30 Late Fee	Balance Due
1	<input type="checkbox"/>			M F			
2	<input type="checkbox"/>			M F			
3	<input type="checkbox"/>			M F			
4	<input type="checkbox"/>			M F			
5	<input type="checkbox"/>			M F			
6	<input type="checkbox"/>			M F			
7	<input type="checkbox"/>			M F			
8	<input type="checkbox"/>			M F			
9	<input type="checkbox"/>			M F			
10	<input type="checkbox"/>			M F			
Section Total							





Leader Clearances Sheet

Rhodes Grove Camp seeks to be sensible in protecting children who attend our programs. To do so, Rhodes Grove requires that churches fill out the information below acknowledging that the local church office has on file your state's required documents to protect the students of your church, for any person over 18 who are not in high school.

Church: _____

Address: _____

City: _____ State: _____ ZIP: _____

Ch/Min. Phone: (____) _____ Contact Person: Phone: (____) _____

The people listed below are attending Recharge, and are over 18 and not in high school, and the church has all appropriate documents on file as required by the church's state laws.

_____	_____
_____	_____
_____	_____
_____	_____

Two signatures confirming that all documents are in keeping with all applicable state laws in which the church is located to protect children and students are on file at the church office. Signatures are required by a group leader and a church leader (pastor, board/council member).

The undersigned people acknowledge that the above church has on file all documents following applicable state laws to protect children and students.

Group Leader's Printed Name

Church Leader's Printed Name

Group Leader's Signature

Church Leader's Signature

Signature Date

Signature Date

Submit to this document to Rhodes Grove Camp at check-in.

Sample Retreat Schedule

Below is a *sample tentative* schedule for a Recharge weekend. It may change a little by the weekend you attend.

Start Time	End Time	Event/Activity	Location
		FRIDAY	
6:30 PM	8:00 PM	Check-in	Meadows Lobby
8:00 PM	9:00 PM	Settle In	Cabins/Retreat Center
8:30 PM	9:00 PM	Leader Meeting	Antrim Meeting Room
9:00 PM	9:45 PM	Welcome, Songs of Worship, Intro to the Weekend	Meadows Conference Room
9:45 PM	10:30 PM	Night Activity	Meadows Conference Room
10:30 PM	11:15 PM	Get Ready for Bed	Cabins
11:15 PM	7:00 AM	Quiet Hours	All of Camp
		Saturday	
8:00 AM	9:00 AM	Breakfast	Dining Hall
9:00 AM	10:15 AM	Session #1	Meadows Conference Room
10:15 AM	10:45 AM	Session Debrief	Debrief Locations
11:00 AM	12:00 PM	Morning Activity	Retreat Center
12:00 PM	1:00 PM	Lunch	Dining Hall
1:00 PM	2:15 PM	Session #2	Meadow Conference Center
2:15 PM	2:45 PM	Session Debrief	Debrief Locations
2:45 PM	4:45 PM	Afternoon Free Time	
		Board Games	Miller Lobby
		2:45 PM – Open Gym	Retreat Center
		3:45 PM – Dodge Ball	Retreat Center
5:00 PM	6:00 PM	Dinner	Dining Hall
6:00 PM	7:00 PM	Evening Activity	Retreat Center
7:00 PM	8:15 PM	Session #3	Meadows Conference Center
8:15 PM	8:45 PM	Debrief Session	Debrief Locations
8:45 PM	10:00 PM	Evening Free Time	
		Board Games	Miller Lobby
		TBA	Retreat Center
		Video	Meadows Conference Center
10:00 PM	10:45 PM	Get Ready for Bed	Cabins
10:45 PM	7:00 PM	Quiet Hours	All of Camp
		Sunday	
8:00 AM	9:45 AM	Breakfast Bar	Dining Hall
9:45 AM	10:30 AM	Weekend Wrap-up	Meadows Conference Center
10:30 AM	11:00 AM	Weekend Debrief	Debrief Locations
11:00 AM	11:30 AM	Leave Camp	Cabins

Map of Rhodes Grove Camp

