



Archdiocese of Vancouver  
MINISTRIES AND OUTREACH OFFICE



# ARISE

**OVERNIGHT RETREAT FOR YOUTH ENTERING  
GRADE 9 & 10 IN SEPTEMBER 2023**

*Camp Jubilee, North Vancouver*

*July 3 - 7, 2023*

**ADULT LEADER  
RESOURCE GUIDE**



# Archdiocese of Vancouver

## MINISTRIES AND OUTREACH OFFICE

*April, 2023*

**Dear Adult Leader,**

Thank you for supporting the youth in your parish and/or school and for supporting youth ministry in the larger community of the archdiocese. You will be an integral part of the *Arise 2023 Retreat* week. You are a role model for the youth: an example of Christian discipleship and not simply a chaperone. You will be expected to journey with the youth throughout the week and help support the Arise Leadership team in various roles including support in small group discussions, participation in all the organized activities, supervision and care for the youth and praying with them.

The Arise 2023 registration package for participants is available online:

<https://beholdvancouver.org/events/arise-youth-retreat>

If you are the **Group Contact Person**, please collect these forms and transcribe the appropriate information to the online registration form. \*All original forms must be submitted to the Ministries and Outreach Office before your group gets on the boat to Camp Jubilee. We cannot guarantee special needs will be met if you do not include that information on the online registration form.

If you are not the group contact person, please do familiarize yourself with the registration package that will be distributed to participants.

**Key information:**

- **Retreat Dates: Monday, July 3, to Friday, July 7**
- **Location: Camp Jubilee, North Vancouver**
- **Cost: \$450 per person (all participants and adult leaders must pay this fee)**
- **All permission forms are due to the Ministries and Outreach Office by June 23, 4:30pm**

You are strongly encouraged to meet with the participants from your parish in advance of, and following, *Arise 2023*. Please help organize the meetings and communicate all information to the youth and their parents. The purpose of these meetings is to go over the logistics of getting to the dock and ensuring that you know the youth before you get to Camp Jubilee. **The Head Adult Leader must know all the participants** in their group **PRIOR** to getting to the dock on July 3, especially those with special needs and/or considerations. We recommend meeting with and talking to the parents of all your participants.

Again, we thank you for your support of and work in youth ministry. We look forward to meeting and working with you in July. May God bless you as we all prepare for the *Arise 2023* retreat and especially touch the hearts of the youth who will be attending.

Peace be with you!

Faye McCreedy  
Retreat Coordinator  
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[fmccreedy@rcav.org](mailto:fmccreedy@rcav.org)

**Registration Enquiries:**

Ava Gravela  
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[agravela@rcav.org](mailto:agravela@rcav.org)

# ARISE 2023

## LEADER RESOURCE

***“What you have heard from me through many witnesses entrust to faithful people who will be able to teach others as well.”***  
*2 Timothy 2:2*



One of the biggest mistakes we make in offering retreats to young people is not making any connection between the retreat experience of community and their parish community. There is often a “disconnect” between the spiritual and emotional highs experienced during a retreat and the realities of everyday life.

\*\* It is very important that parish leaders and adult leaders work to prepare their youth for the program and follow-up with them when they return to their homes, schools, and parishes.

Included below is a Job Description that outlines your duties and responsibilities as an Adult Leader. Also, we have included two suggested meeting plans that can be used to gather youth before *Arise* and to reflect with them after the week. These meetings should be used to help develop relationships not only among the youth, but also with adults in their parish who can share the vision of a community on fire with love for God and for one another.

While at the retreat, the program coordinator, support staff and team leads will conduct daily meetings with the adult leaders accompanying the youth to check in and give further instructions and pray together.

# **Arise 2023**

## **Adult Leader Job Description**



*Your presence in the Arise 2023 Program is very important.  
You have a great impact on the participants!*

### **Duties/Responsibilities BEFORE the retreat:**

- Get to know the participants
- Plan a gathering with the participants so they have an opportunity to get to know you and to meet the other participants with your group
- Review the forms to be aware of any special needs/considerations with any of the participants in your group

### **Duties/Responsibilities DURING the retreat:**

- Show respect and care
- Actively participate in the program with the youth in your group
- Be a companion who can help to focus the group, encourage enthusiasm for each challenge, and keep the peace
- Spend time with the youth and try to avoid spending more time with the other Adult Leaders
- Most important: Be an example to the youth
- Be on time for programming
- Lead some small group discussions in particular, the evening group meetings
- You and any other adults will be responsible for the youth in your particular cabin - This means supervising all youth in your cabin at night, cabin clean up, and cabin chores
- Faithfully attend all Adult Leader meetings during the week
- Organize and guide youth in doing chores thoroughly and responsibly
- Allow youth to quietly spend time journaling on the pages of each day's section; have a small group sharing on their thoughts and feelings of the day
- Establish a bed-time routine; see that all observe Lights Out; guard rest-time
- Have fun!

## **Arise 2023**

### **SAMPLE SCHEDULE** **(Days 2, 3,4)**

- 7:30am Wake-up**
- 7:45am Daily Mass** (depending on priest availability)
- 8:30am Breakfast**
- 9:30am Morning Prayer and Workshop**
- 10:00am Morning Session**
- 12:30pm Lunch**
- 1:20pm Swimming**
- 2:00pm Recreation Activities #1**
- 3:30pm Recreation Activities #2**
- 5:30pm Dinner**
- 6:15pm Adult Leaders' Meeting**
- 6:45pm Evening Session**
- 8:00pm Small Group Time w/ Snack**
- 8:30pm Evening Prayer**
- 9:30pm Youth Back to Cabins and prepare for sleep**
- 10:00pm Lights out**

# COVID-19

We look forward to welcoming guests for the 2022 Season. Camp Jubilee will be following all orders mandated by BC Public Health. Regulations are constantly changing as the Covid-19 Pandemic evolves. Guests are reminded to please check for up to date regulations and mandates at:

**<https://www2.gov.bc.ca/gov/content/covid-19/info/response>**

Camp Jubilee is a member of The British Columbia Camps Association (BCCA) and will be following their guidelines which have been developed for Camps in partnership with BC Public Health.

The British Columbia Camps Association (BCCA) is a governing body that facilitates and promotes an in-depth Accreditation process, informs and educates its membership of camping professionals, and advocates the benefits of Accredited camps to parents and the BC public. The BCCA is composed of over 50 camps across British Columbia, including agency, religious, not-for-profit, and private camps. We believe that safe and quality camp experiences play an integral part in the development of children, youth, and adults and contribute to healthy communities. We are a proud affiliate of the Canadian Camping Association.

Please visit the below link for more details:

**<http://bccamping.org/Resources-For-Camps>**

# HEAT TREATMENT ROOM PROCESS

**At Camp Jubilee we are aware of bed bugs in the Lower Mainland and have proactively taken steps to avoid problems.**

**A bed bug heat chamber is onsite to treat all belongings of the guests and staff.**

**This process takes about 2 hours or more upon arrival.**

**The room gets as hot as the high setting on a dryer.**

## WHAT **CAN** GO

### IN THE HEAT ROOM?

- ◇ **CLOTHING**
- ◇ **BEDDING**
- ◇ **BAGS WITH ZIPPERS**
- ◇ **TARPS**
- ◇ **THICK PLASTIC BAGS**

## WHAT **CAN'T** GO

### IN THE HEAT ROOM?

- ◇ **TOILETRIES**
- ◇ **FLASHLIGHTS**
- ◇ **BATTERIES**
- ◇ **ELECTRONICS**
- ◇ **LIQUIDS**

**Pack the above in a separate bag that can be removed from your main bag**

# Arise: PACKING LIST

## WHAT TO BRING:

**\*\* Please label all your belongings with your name and parish or school\*\***

**Use proper luggage/duffle/backpacks for packing your things.**

- Sleeping bag and pillow (please do not use plastic garbage bags as a cover/bag for your sleeping bag and pillow! They tear easily.)
- Clothing (appropriate for a Christian environment)
  - For hot weather (shorts, t-shirts, sandals, etc.)
  - For cool weather (pants, sweaters, socks, etc.)
  - Rain gear
  - Modest bathing suit
- Towel
- Sunscreen
- Insect Repellent
- 1 box of medical masks (25 masks)
- Outside Shoes for running and hiking
- “Inside Shoes” or slippers for indoor dining and activities
- Toiletries
  - Toothbrush and toothpaste
  - Shampoo and soap
  - Any necessary medication / specific first aid
- Flashlight
- Pen and Paper
- 2 Water Bottles
- Plain White T-Shirt (will be decorated during the week at Camp Jubilee)
- 2 Large garbage bags (new and not used for packing your gear)
- A willingness to meet new people and grow in their faith! ☺

## WHAT NOT TO BRING:

- Electronic devices such as iPods, DVD Players, Gaming devices  
*You may bring your mobile phone but is only to be used as a camera. Any usage other than directed by the leadership team and for taking photos will result in the device being confiscated and only returned at the discretion of the chaperone and or the program coordinator.*
- Weapons of any sort
- Drugs and Alcohol of any kind will not be tolerated
- Snacks – All meals and snacks will be provided by Camp Jubilee and the Ministries and Outreach Office (Snack will not be permitted in the cabins as they pose a risk to pest infestation)

**\*\*Camp Jubilee is a Nut-Free Zone.\*\***

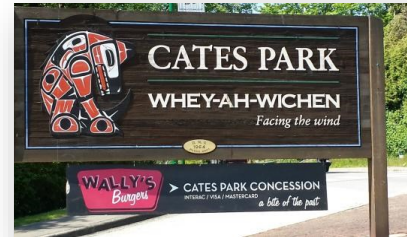


# DIRECTIONS TO CATES PARK

## Directions to CATES PARK

Head westbound on Highway 1 over the Iron Workers Memorial Bridge, then:

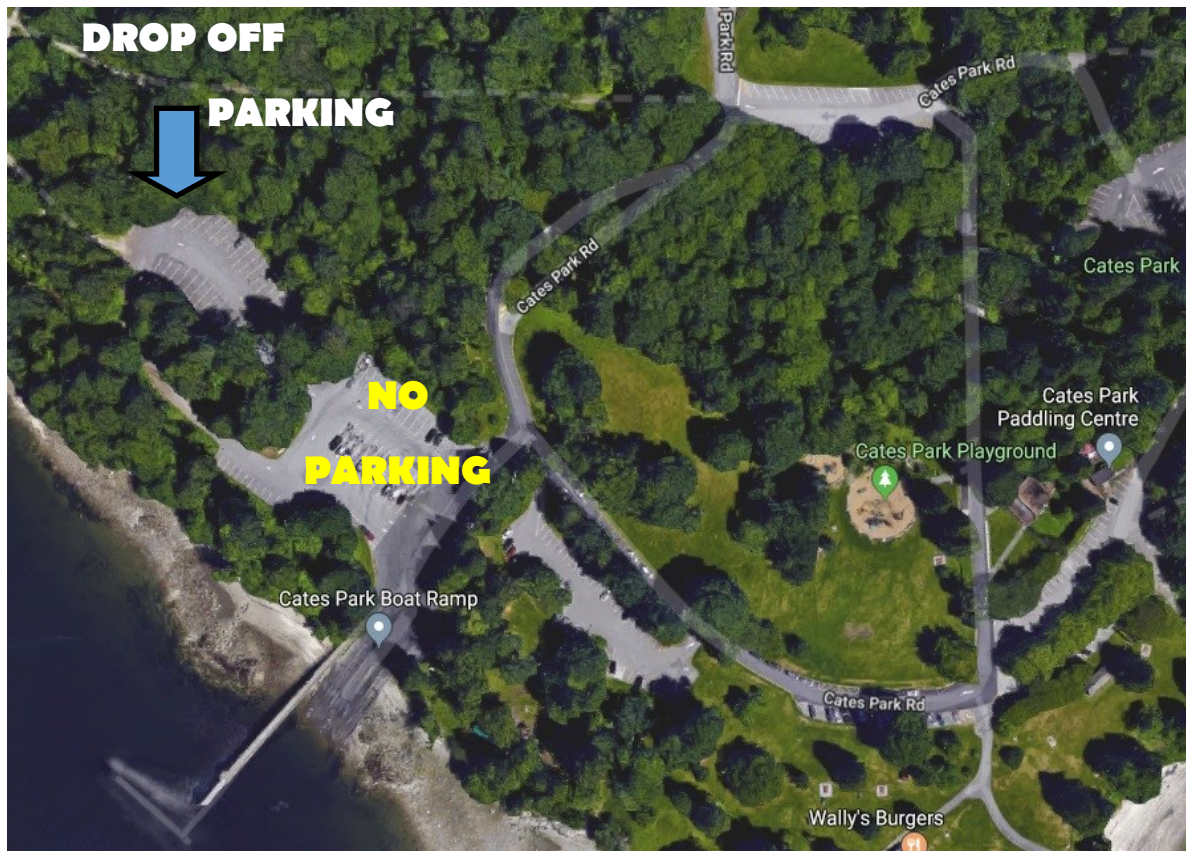
- \* Take exit **23B** toward **Dollarton Hwy**
- \* Continue onto **Dollarton Hwy**
- \* Turn right into Cates Park.



### Got GPS?

If you have a GPS system, use the following address to get directions to Cates Park:

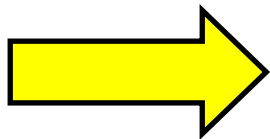
4141 Dollarton Hwy  
North Vancouver, BC



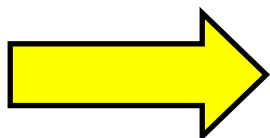
# DIRECTIONS TO CATES PARK

## \* DROP OFF/PARKING INFORMATION

- \* Overnight parking is not allowed in Cates Park, however limited street parking can be found off Dollarton Hwy. We highly encourage you to arrive via public transit, charter bus or car-pool.
- \* Boat Dock: We ask that you do not wait on the dock. Please follow the Camp Jubilee signs and wait until one of our staff members greets your group.
- \* No drop offs/parking allowed in the boat trailer parking lot.



**LOOK FOR  
THESE SIGNS**



**ARISE 2023**  
**July 3 – 7, 2023**

**PERMISSION FORM & AUTHORIZATION FOR MEDICAL TREATMENT**

**(ADULT LEADER FORM)**

*This information is collected and protected by the Ministries and Outreach Office in accordance with the Personal Information Protection Act and will only be used for Arise 2023 registration and emergency medical purposes.*

To Whom It May Concern:

I do herewith authorize the treatment by a qualified and licensed medical doctor of (Adult Leader) \_\_\_\_\_ in the event of a medical emergency which, in the opinion of the attending physician, may endanger his or her life, cause disfigurement, physical impairment, or undue discomfort if delayed.

This release is intended for July 3 – 7, 2023. This release form is completed and signed of my own free will with the sole purpose of authorizing medical treatment under emergency circumstances in my absence.

Signed \_\_\_\_\_  
(Adult Leader) (Date)

\_\_\_\_\_  
(Address) (City) (Postal Code)

Adult Leader's B.C. Care Card Number \_\_\_\_\_  
Family Physician: \_\_\_\_\_ Phone \_\_\_\_\_

Specific medical allergies, chronic illnesses or other condition, dietary needs and any current medications:  
\_\_\_\_\_  
\_\_\_\_\_

Person(s) to contact in case of emergency:  
Option #1: Name \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_  
Option #2: Name \_\_\_\_\_ Relation \_\_\_\_\_ Phone \_\_\_\_\_

While the Ministries and Outreach Office staff, and the Arise organizers and volunteers will take reasonable steps to prevent injuries to you, some degree of risk is inherent in the nature of activities, and may occur without fault on you, the Ministries and Outreach Office, volunteers, the Archdiocese of Vancouver, or the facility where the event is taking place. By participating in this event, you are agreeing that the event described above is suitable for you and that there is a risk of injury associated with this event.

I also consent to having photographs of me to be used by the Ministries and Outreach Office on its website, social media channels and other promotional material.

The above named Adult Leader hereby releases and agrees to hold harmless the above named parish/ school or any of its advisors, chaperones or persons connected with the trip from any liability, claims, damages for personal injury, property loss/damage which may result during *ARISE 2023* at CAMP JUBILEE, North Vancouver, on July 3 – 7, 2023.

The undersigned, (Adult Leader) \_\_\_\_\_ hereby agrees to abide by the rules established for the above event.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Printed Name of Adult Leader

\_\_\_\_\_  
Signature of Adult leader

This page is intentionally left blank. Please do not copy this page back to back with another form.





**CAMP JUBILEE RETREAT AND CONFERENCE CENTRE**  
**SPECIAL DIET REQUEST, CONSENT, DISCLOSURE & ACKNOWLEDGEMENT OF RISK**

All guests **MUST** complete all spaces and sign this form prior to attending a Camp Jubilee program.

Guests who are minors under Provincial law must have this form signed by a parent or legal guardian. By signing this document you will waive certain legal rights, including the right to sue or claim compensation following an accident.

<b>SCHOOL/GROUP NAME:</b>		
GUEST FIRST NAME:	LAST NAME:	AGE:
MAILING ADDRESS:		
PHONE NUMBER:	EMERGENCY CONTACT:	EMERGENCY PHONE NUMBER:
EMAIL ADDRESS:	<input type="checkbox"/> YES PLEASE SEND ME SPECIAL OFFERS BY EMAIL	
Please list all health conditions or medical issues that may pose risk to the Guest or others (previous injuries, medications, etc.):		

**SECTION 1: SPECIAL DIET REQUEST**

VEGETARIAN       VEGAN       GLUTEN FREE       NUT FREE       SEVERE EGG ALLERGY

LIST ANY ALLERGY WHERE AN EPIPEN IS REQUIRED:

ADDITIONAL DIETARY CONCERNS:

**Special Diets Policy and Notes:**

- For those guests with cross contamination issues, allergy or multiple dietary concerns we recommend they bring their own pre-cooked food in separate containers to minimize the risk and cross contamination.
- Camp Jubilee is a **30 minute boat ride to Deep Cove, North Vancouver**. It will take approximately 30 minutes to access medical support in the form of BC Ambulance Service. Guests who require medicine to treat their allergic reactions must bring their own medicine including **EPIPEN and/or Benadryl** (or similar product). Guests should consult with a doctor to establish the type and amount of medicine required for the duration of trip.
- Camp Jubilee is **"nut managed"** which means that we **AVOID** the use of nut or nut-related products. We remind all our guests of our "nut managed" status. However, we cannot guarantee that nuts or nut products are not present as guests may bring a restricted product without our knowledge. Additionally, some of our food products contain the warning "May contain traces of nuts" or "Produced in a factory in which contains nut and/or nut products."

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Note: Parental or legal guardian signature required for minors 18 years and younger.

**SECTION 2: ACKNOWLEDGEMENT OF RISKS, AGREEMENT TO HOLD HARMLESS**

In consideration of Camp Jubilee Retreat and Conference Centre Ltd, Camp Jubilee Society, and Indian Arm Management Services Ltd. ("**Camp Jubilee**") providing to me or the Guest certain activities, including, hiking, orienteering, eating, canoeing, boating, rock climbing, rappelling, ropes courses, sports and games, swimming, archery, kayaking, leadership activities and team building initiatives (collectively, the "**Activities**"), I, the undersigned, **RELEASE AND FOREVER DISCHARGE** Camp Jubilee, and its affiliates, subsidiaries, directors, officers, employees, agents, volunteers, contractors, and owners (collectively, the "**Releasees**") from all actions, losses, damages, expenses, suits, contracts, claims, and personal injury, of any kind whatsoever (including death), whether in law, equity, or pursuant to statute (collectively, "**Claims**"), which as against any of the Releasees I may have, arising out of my participation (or the participation of Guest) in the Activities or attendance at Camp Jubilee.

I **REPRESENT AND WARRANT** to the Releasees that (a) the Guest is in good health (including physical, emotional, and behavioural condition) and that is not potentially dangerous or harmful for the Guest to participate in the Activities; and (b) if the Guest is a minor or disabled, I have the authority to sign this agreement on behalf of the Guest.

I **INDEMNIFY** the Releasees with respect to any Claims: (a) from any third parties arising out of the Guest's participation in the Activities; and (b) if the Guest is a minor or disabled, arising out of the Guest's participation in the Activities which may be brought by or on behalf of the Guest or when the Guest reaches the age of majority.

I understand and agree that the Activities present a wide variety of inherent risks, hazards, and conditions, to the Guest, not all of which are easily foreseeable, and which could result in any type of physical or emotional injury. Such conditions include uneven terrain, fast changing weather, animal and plant life, participation in the Activities by any third parties, and use of assorted vehicles and equipment. Camp Jubilee's agreement to permit the Guest to partake in Activities is based on the strict understanding that I assume all risks involved in partaking in the Activities (and the trip in general) including the risks to the Guest as set out in this agreement and the risks to others as a result of the Guest's participation in the Activities and that the Releasees will not be held responsible in any way should the Guest or others become injured or suffer any adverse consequences, even if such adverse consequence arises from faulty or improperly maintained equipment, incomplete or inadequate instructions, inaccurate assessments as to the Guest's level of ability, or the negligence or actions of the Releasees or others. I understand that negligence includes failure on the part of any of the Releasees to take reasonable steps to safeguard or protect the Guest from the risks, dangers, and hazards of the Activities. I understand that Camp Jubilee's facilities, and any foods provided, are not allergen-free, gluten-free, or scent-free. I understand that the Guest will be expected to uphold the standards of behavior expected of the school/organization. The Guest will be expected to listen to and honor any request, suggestion, advice, or rule given by the Releasees and other supervising adults on the trip, with the understanding that this is in the best interest of all guests. The Guest will be expected to act with responsibility and care for the Guest and others on the trip.

**Media Release:** I give permission to use the photo and/or video of the Guest in any Camp Jubilee promotional material (i.e. newsletter, social media or other related publication), without payment, and assign such rights to Camp Jubilee and waive related moral rights.

This agreement is governed by the laws of British Columbia and the parties agree to attorn to the jurisdiction of British Columbia exclusively. This agreement is binding on my estate and representatives.

THIS IS A FULL RELEASE OF ALL CLAIMS AND CONTAINS AN INDEMNITY.  
PLEASE READ IT CAREFULLY.

I acknowledge, as evidenced by my signature below, that I have carefully read, understand, and agree to this binding and legal agreement.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Note: Parental or legal guardian signature required for minors 18 years and younger.