

GROUP LEADER'S GUIDE

Canyonview Camp

A Division of
BIBLE TEACHING INCORPORATED



WELCOME

TO CANYONVIEW CAMP AND
CONFERENCE CENTER

Speaking The Truth In Love

www.canyonviewcamp.org

Let us seek
God the Father
for Who He is;
Giving thanks
through the
Lord Jesus
Christ.

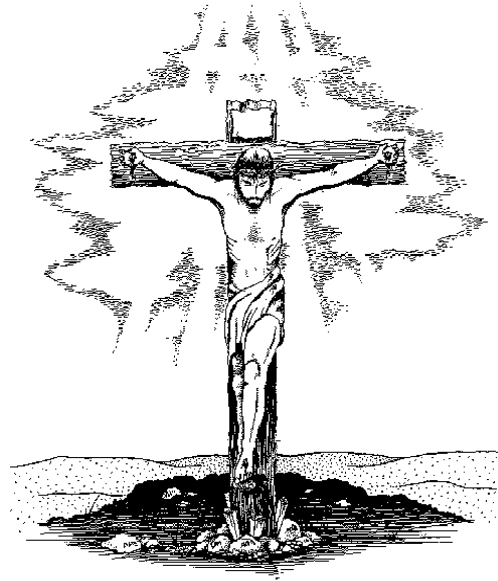


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**AN
IMPORTANT
CHECK
LIST**

The contract includes a cover letter, a two-page document and a sample certificate of insurance in the front pocket of the Group Leader’s Guide.

**CONTRACT
DEADLINE**

Sign and return the contract by the return date. Once we receive your deposit, the signed contract, and your certificate of insurance, we will return a copy of it with a confirmation letter.
Required prior to confirmation.

**3 MONTHS
BEFORE YOUR
RETREAT . . .**

Double check your certificate of insurance. If the renewal falls between your booking and arrival dates, you must send a copy of the renewed policy.

**3 WEEKS
BEFORE**

Send a copy of your schedule. The coordination of our efforts becomes much easier when we know what you have planned. Call Canyonview with your tentative numbers.

**1 WEEK
BEFORE**

Call and confirm the final meal count for your group. The balance of your bill depends on this number. This must happen no later than the Monday before your arrival. Clarify any needs you or your group may have.

**CERTIFICATE OF
LIABILITY
INSURANCE**

You must certify your group has liability insurance. Your church office/administrator should know how to obtain one or you may contact your insurance agent directly.

The following items are critical:

1. The form must have a policy number.
2. The policy must have a duration that includes the entire length of your retreat.
3. Make sure Canyonview is named as the certificate holder at the bottom of the form.

This is required before your contract is confirmed. A sample certificate is included with your contract. If lifeguard certification is a condition of your retreat, be sure to send a photocopy of the current certificate(s) held by your lifeguard(s).

I-5 From Portland

Take the Woodburn exit, and follow the signs to Silverton. At the edge of town you will pass a Roth's IGA on the left. Turn right at 'C' Street. 'C' Street turns into Westfield at the corner of the TNT. Follow it to Main St (Cascade Hwy.) Turn right. Go 3 miles. Turn left onto Finlay Rd. Go 3/4 mile. The main camp entrance is on the right.

I-205

Take the 213 exit (#10 Park Place, Molalla) and follow the highway straight into Silverton. 213 becomes Oak St. Go to the 2nd stop sign. Turn left at the Palace Theater (one way). Make an *immediate* right on Main St. Go 3 miles out of town. Turn left onto Finlay Rd. Go 3/4 mile. The entrance is on the right.

I-5 south
of Salem

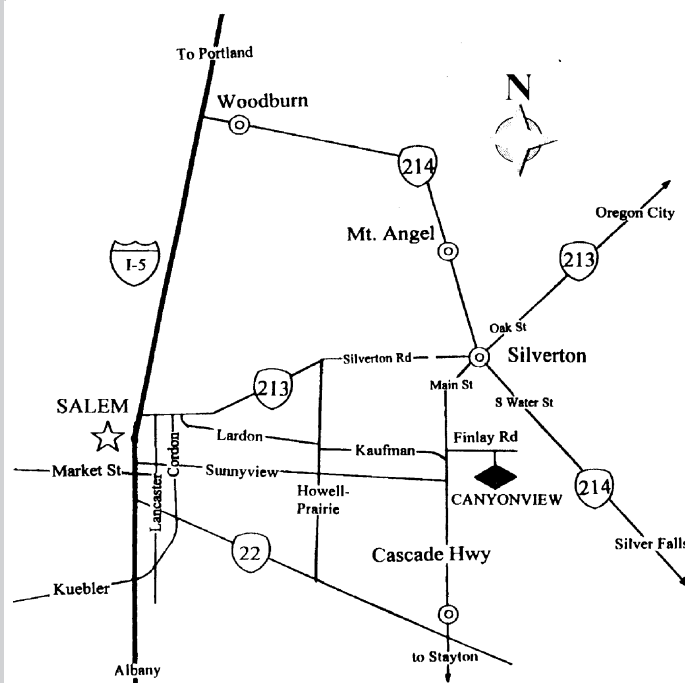
Take the Kuebler exit (251). Turn right. Follow Kuebler (becomes Cordon at the Lancaster intersection) to Sunnyview. Turn right. Go to Howell-Prairie. Turn left. Go to Kaufman. Turn right. Go to Cascade Highway. Turn Left. Go 100 yards. Turn right at the bottom of the hill onto Finlay. Go 3/4 mile. The entrance is on the right.

Notes:

When coming to camp through Silverton, make sure you stay on Main St. when heading south out of town. The Oregon Gardens will be on the left as you go south.

Use caution with any directions published on the Internet. They are sometimes inaccurate.

The mistake most people make is getting on the Silver Falls highway (this is Water St. in Silverton) rather than following the signs to Stayton or the Oregon Gardens.



YOUR MEAL EXPERIENCE WILL
BE MOST REWARDING BY
FOLLOWING THESE FEW STEPS.

**DINING ROOM
ARRANGEMENT** The dining room is arranged to seat eight people per table. Most meals are served buffet style. Others are served family style. *Group size determines how many tables will be designated for your group.* Your group name will be on your tables. You may also be sharing the dining hall with another group.

**SEAT
YOURSELVES** Please inform your group to sit at the tables signed with your group name. There may be a few minutes delay if another group is concluding their program before a meal.

**RETURN
THANKS** A prayer of thanks should be offered just prior to each meal. We are glad to provide this leadership for you, but you are also free to lead your group when it comes time to bless the meal.

BUFFET STYLE Most meals are served buffet style. Following any announcements, the dining room host will dismiss your group table by table.

SET TABLES Depending on group size and menu we may ask for table setters to assist with setting tables.

SECONDS

Please wait until everyone has had a first serving. Seconds will be available whenever possible.

THE KITCHEN

is off limits to guests. If your group has special dietary or food service related needs, please coordinate ahead of time with the Guest Services director. A refrigerator is provided for group use.

PLEASE PROVIDE

for table bussing after each meal. A sanitizing bucket and rags will be provided for table wiping. Canyonview will provide for all cooking, dishwashing, and serving of condiments.

YOU WILL BE PROVIDED WITH MOST OF THE TYPICAL ITEMS FOR BALL SPORTS. PLEASE ENSURE THEY ARE COLLECTED AND RETURNED AT THE END OF YOUR RETREAT. FEEL FREE TO BRING YOUR OWN REC ITEMS. THOSE ACTIVITIES INVOLVING AN ELEVATED DEGREE OF RISK WILL BE APPROVED BY THE CAMP DIRECTOR OR GUEST SERVICES DIRECTOR BEFORE USE.

CAMP FIRES

We encourage you to use the fireplace in Oak Lodge or the main campfire circle. Wood and starting material are provided. Please refrain from large fires, and always note the presence of shovels, hoses, and fire extinguishers.

GYM/REC CENTER

The gym and rec center is open every day from 6 am to 10:30 pm. The gym is scheduled on a first-come, first-served basis. Activities include but are not limited to: Basketball, fooseball, ping-pong, worship, program, crafts, as well as bring-your-own.

NIGHT GAMES

By their nature, night games lend themselves to aggression and pursuit. They must be closely monitored to maintain the practice of Christian values. Night games may be played only in the day camp area with adequate supervision.

SWIMMING/CANOEING

Waterfront arrangements are required at the time you book with Canyonview. You may bring your own lifeguard who shows current certification. Lifeguards are usually available from Canyonview for a per hour fee. Please arrange to have one adult supervisor for every 10 guests in or on the water. Usually one adult at each activity area is sufficient.

LOW ROPES COURSE

Four low-ropes elements are available. Elements include a Nitro-crossing, the Spider web, a Wild Woosey, and a T-P shuffle. These are most conducive for improving communication and for team building.

ZIP LINE

The Zip Line is considered a separate activity from the low ropes course. Arrangements for use of the zipline must be made at the time you book your retreat.

FULL CHALLENGE COURSE

Youth With A Mission - Salem Ropes Course offers a full challenge course of high and low elements. A half day costs \$18.00 per person or \$30.00 for a full day. Canyonview Camp can help arrange for your group to take advantage of this resource (about a 1/2 hr drive from Canyonview).

ACTIVITY COSTS

There are separate charges for the use of the Low Ropes Course, the Waterfront and the Zip Line. Please contact the receptionist or Guest Services Director for current fees and how to arrange for these activities.

PURPOSE STATEMENT	<p>The purpose of this corporation shall be to engage in a Bible Teaching (Christ-centered) ministry by means of broadcasting, literature, camps, campus work, and allied religious meetings and missionary work.</p>
CAMP GOALS	<p><u><i>Evangelism:</i></u> That every camper would understand and be able to verbalize the message of the Gospel.</p> <p><u><i>Growth:</i></u> That those Christian campers who come would understand Biblically the kind of life God wants them to live and would demonstrate that understanding in their relationships with fellow campers, staff, and all of God's creation.</p> <p><u><i>Family:</i></u> That each family would see and have shared with them the purpose of Canyonview and the Gospel.</p> <p><u><i>Followup:</i></u> That each camper be given opportunity and encouragement to continue in the study of God's Word.</p> <p><u><i>The Word:</i></u> That each camper would handle the Word of God, read the Word of God, be taught from the Word of God, discuss and verbalize concerning the Word of God. In general, we want them to realize that they have the ability to read and understand God's Word and have a responsibility to respond to the content of its message.</p> <p><u><i>Modeling:</i></u> That each camper would see modeled for them what it means to be a Christian and would begin to imitate that conduct, those attitudes, and that life.</p> <p><u><i>The Outdoors:</i></u> That each camper would grow to appreciate the outdoors and its creatures as creations of God, and that they would demonstrate that appreciation in responsible behavior toward the plants and animals of the camping environment.</p>
AFFILIATION	<p>Canyonview Camp has been an active member of the Christian Camp and Conference Association since 1966. We continue to work with our fellow Christian Camping professionals to support each other and to spread the gospel of Jesus Christ.</p>



Camp Policies

1. Activities and games that loosen, weaken, misalign or break fixtures and equipment are forbidden.
2. Report any damage discovered prior to or during the retreat or camp to the camp director or Guest Services director.
3. Posters, signs etc., necessary for the retreat shall be fastened with tape. Do not use thumb-tacks, push pins, nails, screws, staples, etc.
4. There shall be no writing, carving, marking or permanent staining on camp equipment or property. Crafts and projects that can stain or deface shall have surfaces protected as necessary.
5. Your group is responsible for anything stolen or damaged during the retreat period. Replacement/repair costs shall take into account reasonable wear and tear during the retreat as well as the convenience of repair versus replacement.
6. Vehicles must stay on established roadways. No off-road vehicles are permitted. Speed limit is very slow; 10 mph.
7. There shall be no playing on, around, or under the bridge. The dam is off limits.
8. The use of the shooting range must follow strict safety guidelines and be supervised by a certified instructor.
9. The pump house is off limits.
10. Night games shall not become violent or disruptive to the camp environment. They shall be played only in the day camp area. Outdoor lights shall be left on during hours of darkness. Raids are forbidden.
11. Day camp use shall be coordinated with the Guest Services director or host. The pony corrals, candle-making sites and storage areas are off limits. The day camp restroom must be left clean by the end of all activities. Either side of the changing building may be used. The center room is off limits.
12. Due to safety and program complexity, the horse camp and barn are off limits.
13. The waterfront shall be used by prior arrangements only. No one under 18 is allowed around the waterfront without adult supervision. The waterfront is closed during the school year unless other arrangements have been made.
14. Beds and mattresses shall not be moved or used for activities.

The following is required by Oregon's Administrative rules for Organizational Camps

333-030-0070

Insect and Rodent Control

- (1) The grounds, buildings, and structures used or intended for human habitations shall be kept clean and maintained to prevent harborage and infestation of insects, rodents and vermin.
- (2) During the season when flies, mosquitoes and other insects are prevalent, all openings into the outer air of permanent kitchens and dining rooms shall be effectively screened, unless other effective means are provided to prevent the entrance of insects or rodents. Where screens are used, there shall be not less than sixteen meshes per lineal inch, and all screen doors shall be equipped with a self-closing device.

333-030-0110

Special Programs and Facilities

(5) Waterfront Activities:

- (a) An Aquatic Director shall supervise any waterfront activity serving a total of 10 or more persons:
 - (b) There shall be at least one lifeguard for each 25 persons in or on the water. An overall ratio of one observer or lifeguard for every 10 persons in or on the water shall be maintained;
 - (c) Waterfront activities serving less than 10 persons in or on the water may operate with only the supervision of a lifeguard;
 - (d) If waterfront activities take place at more than one location, a lifeguard shall be present at each location. Lifesaving, first aid, and safety equipment shall be present at each location. Such equipment shall be suitable for the users and conditions under which the equipment is expected to be used;
- All watercraft shall be equipped with a U.S. Coast Guard approved personal flotation device (PFD) in good, serviceable condition and of appropriate size for each person on board whenever the watercraft is in use.

1. All doors to Oak and Fir Lodge must be kept shut.
2. Every cabin must have an adult counselor living with the campers.
3. All waterfront activity must be supervised by a Water Safety Instructor (WSI) or equivalent. There shall be one lifeguard for every 25 people in or on the water. There shall be one adult supervisor for every 10 people in or on the water. The buddy system shall be used at all times. Twilight or night swimming is forbidden. No child shall be near the lakes without a supervising adult present. No one shall canoe, fish, swim, wade, or go boating unless a lifeguard is on duty. All persons in boats shall wear lifejackets.
4. Do not set up anything that presents a hazard.
5. Every campfire shall have a water source within 50 yards and a container for carrying water. An adult must be present at any fire. Children must be accompanied by an adult. No campfire shall be left unattended until completely out. Campfires shall be kept to a reasonable size so as not to attract attention or create excessive heat where people normally sit.
6. All rental groups shall provide for their own medical needs. A small nurse's station is available and contains some of the common first aid items. The nurse's station is not guaranteed to meet the medical needs of any one person or group. Rental groups shall provide for their own medical needs.

Canyonview rents its facility on a “leave it as you found it basis.” Please schedule time to take care of these items that apply to your stay with us.

FIR AND OAK LODGE

- √ Tables wiped clean
- √ Chairs neatly stacked
- √ Folding chairs stowed in racks
- √ Floor swept (mopped where needed)

ALL CABINS

- √ All mattresses free of dirt or foot prints
- √ Floors/carpeting swept
- √ Cabin trash cans emptied into large barrels in front of bathhouses
- √ All personal items removed

BATHHOUSES

- √ Sinks and mirrors wiped clean
- √ Check for personal toiletry items left behind
- √ Floor swept (mopped if needed)

ALDER HOUSE

- √ Rooms vacuumed and checked for personal items
- √ Mirror and sink wiped out
- √ Leave door open when you are moved out
- √ Return key to office or leave in room

RECREATION AREAS

- √ All sports equipment returned to appropriate areas or containers
- √ Picnic tables returned if moved
- √ Pick up all trash and personal items around fields and recreation areas

If conditions require our staff to prepare the camp after you leave there will be a \$25.00 cleaning charge for one cabin, \$50.00 for one bathhouse or Fir Lodge. The cleanup of Oak Lodge is \$75.00.

BEAR

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BEAVER

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DEER

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QUAIL

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**THE EARLY
BEGINNING**

Canyonview Camp began in 1959 when Dr. Ernie Campbell and his wife Fern began driving the countryside in search of property suitable for Boys Brigade and Pioneer Girls. They bought the first seventy acres for \$5,000.00. At that time, the only buildings were two thirds of what is Fir Lodge and a small cook's shelter which has been remodeled into staff housing.

During 1975 Dr. Campbell turned the organization over to a board of directors who incorporated themselves as Bible Teaching Incorporated (BTI). At that time the board also purchased another thirteen acres which has become the Day Camp area, serving over thirteen hundred children each summer.

DEVELOPING

Canyonview's horsemanship program also started during the 1970's. This involved building a 120' by 210' riding arena and a barn complete with 27 stalls.

Our board members meet at least twice per year and decide on the spiritual and business matters of the Lord's work. They bring a wide range of talents and skills, many of them having contributed countless hours to the ministry. They have served faithfully without pay and continue to provide Biblical leadership and inspiration to the staff.

Our financial records are open to anyone interested in the ministry. Many of our staff and board members serve in their local assemblies in a variety of leadership positions. Our leadership is always available to hear suggestions for improvements to the Lord's work.

STRIVING

Canyonview continues its commitment to faithful ministry and Biblical teaching. It is part of our commission to extend Biblical hospitality to local assemblies eager to spread the Gospel of Jesus Christ. The Guest Services ministry is here to provide you with an environment where you can create a ministry atmosphere with the Biblical values God desires.

LOCAL RESOURCES

Silverton is located three miles north of Canyonview (about five minutes) and has a population of 8,000.

There are two major grocery stores (Roth's IGA & Safeway). There is also Silverton Hospital, a lumber/home improvement store, a Rite Aid drug store/pharmacy, an Ace Hardware/High School Pharmacy, and several clothing stores. Silverton provides all of the most likely needed items such as batteries, flashlights, film, cameras, minor computer items, and most health and human services resources.

CALL OR GO ONLINE

For more information you can call Silverton City Hall at (503)-873-5321 or Silverton Chamber of Commerce at (503) 873-5615.

For those with internet access you can log on to Silverton's home page at: <http://www.silverton.or.us/>

TO CONTACT A LEADER OR MEMBER IN YOUR GROUP PLEASE USE 503-873-5567

This is a separate number to contact a guest group staying on the grounds. It rings in one of our lodges and is not a business number. The following numbers are listed for your convenience. Phone availability may be limited. Please ask for the use of a camp phone if you need one. Cell phone coverage in the canyon is improving. You may have to step outside the building to get contact. We do provide public access WI-FI for email and internet use.

Emergency numbers
Police 911
Silverton Hospital 873-1500
873-6336

CANYONVIEW CAMP

Toll free
(888)-516-5655
Office
(971)-239-1347
Fax (503)-873-8369
Kitchen
(503)-873-5567
Alder House
(503)-873-1383
Barn & Ranch
(503)-873-3249

STAFF

Dale Price
Executive Director

Jim Krieg
Guest Services Director

Patty Schooler
Food Service Director

SILVERTON (503)

Police
873-5326
City Hall
873-5321
Abiqua Rental
873-6011
High School Pharmacy
(ACE Hardware)
873-5661
NAPA
873-8668
Rite Aid (Pharmacy)
873-1117
Roth's IGA
873-6311
Safeway
873-1800
Figaro's Pizza
873-8007

Copy and distribute as needed.

In addition to the pictures and utilities, most of the information on this CD is identical to what is in the Group Leader's Guide.

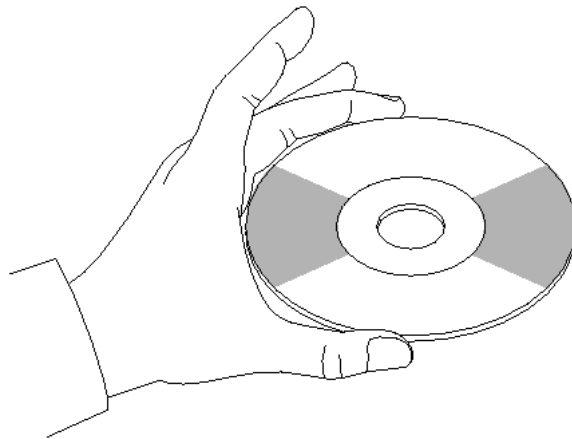
A CD may not come with every guide.

Please let us know if you need one.

E-mail: info@canyonviewcamp.org
or call 888-516-5655.

Be sure to include your mailing address.

You can also download the
Group Leader's Guide from our web site.



CD FILE LIST

- *Group Leader's Guide (PDF Format)
- *Adobe Acrobat 6.0
- *Canyonview Camp Retreat Flyer
- *Canyonview Camp Photos
- *Map to Canyonview
- *Power Archiver (Compression Utility)
- *Read1st.txt & .doc

Further Guest Services
information is available at:
www.canyonviewcamp.org