

TERM PAPER ASSIGNMENT

CAMP LEADERSHIP CLASS 2009

Requirement: All of you are required to complete a term paper worth 50 percent of your grade in this class.

- You may use any book(s) or any source(s) available in the completion of this assignment. **Feel free to get help from others** (*parents, teachers, experts in the field, former department heads, friends, etc.*). There are no stipulations on the number of hours that others help you, or on the number of people that you enlist to help you, in order to complete this assignment.
- **Be sure to document sources as necessary.** List your references.
- You have no budget restrictions (*within reason*), and you get to decide how many staff members you consider necessary to do the job.

In order to fulfill the requirements of this assignment select and complete **one of** the following two options:

Option #1: (*If you choose this option – review **Lecture 13** before you begin.*)

You have been selected to be the **food service supervisor** at LYC (Living Youth Camp) in the Upper Peninsula of Michigan. You must develop menus, a shopping list, and a budget for your department. Make this your “ideal” food service department!

As a result of your discussion with the camp director you have gathered the following information for planning purposes:

- You must develop your own budget.
- You can choose to prepare food from scratch, from packaged foods, or a combination of both.
- You will be feeding 75 staff members and 100 campers. The campers will spend 14 days at camp. You are required to feed them 3 meals per day, except on the Sabbath (*There are only two meals on the Sabbath – Brunch & Dinner*). The staff will be training for 3 days prior to the start of camp. You will need to feed them 3 meals per day on these training days, and of course, feed them throughout the rest of camp as well.
- Meals should be nutritious & balanced.
- You determine how many staff members you need on your staff.

Your assignment is to:

- Develop menus for each day of camp.
- Put together a purchasing list (list all groceries that you will need to purchase).
- Develop a budget (total cost to run the kitchen).
- Determine the number of staff needed in the kitchen (dishwashers & cooks, etc.).
- Write a job description for the food service supervisor (*Refer to **Lecture 14** – section on job descriptions*).

Option #2: (*If you choose this option – review **Lecture 5** before you begin.*)

You have been selected to be a Department Head at one of the LYC (Living Youth Camps). Select a department and develop it. (*You may select any activity, or department you wish to be the Department Head of – you may even choose an activity that we do not currently offer at camp.*) Put together your “ultimate” department!

You will need to:

- Write a course outline/syllabus for your department.
- Write 3 lesson plans. (*Each dorm will come to your activity 3 times.*)
- Determine the number of staff needed for your activity.
- Write a job description for your job – Department Head of _____ (*Whatever department you're head of.*)
- Write one job description for “staff positions” that need to be filled in your department.
- Determine a budget (*You must purchase new equipment for your activity.*)
- Be sure to list any safety rules that apply.
- Be sure to put together an equipment list.