

*LEADERS PACKET*  
Work Camp 2012



The following information should assist you as the Work Camp Group Leader in preparing yourself and your group for your trip to Red Bird Mission.

We trust you have read the Information Packet and shared the contents with every member of your group.



# Red Bird Mission Work Camp

*"A Witness for Christ in the Heart of Appalachia"*

70 Queendale Center • Beverly, Kentucky 40913 • P 606.598.5133 • F 606.598.0906 • [www.rbmission.org](http://www.rbmission.org)

Dear Friends of Red Bird Mission (RBM) Work Camp,

Greetings! We are excited to report that the number of volunteers serving as partners in mission with Red Bird Mission Work Camp is such a blessing. Year after year, we continue to improve homes in the community we serve and maintain the infrastructure. Most weeks, we are working at full capacity. For this, we are sincerely thankful and delighted. We are truly blest to have so much support.

*The original purpose of work camp was to maintain and improve the facilities needed to provide the services for which the mission exists. It has become obvious to us that we need more focus on our infrastructure so that we can move forward with our vision on the growing ministry here at Red Bird Mission. This year we are hoping to completely remodel 2 homes on the Queendale Campus as well as improve and maintain many others.*

*Dennis Sparenberg and I hope you will be open to how your servant hood here at Red Bird can be utilized in that way and we thank you for your willingness to serve any way you are needed.*

Managing the number of groups that we do can, at times, be a daunting task. We want everyone that spends one hour, one day, or one week at Red Bird to have a wonderful and Christ filled experience. Thus, we make every effort possible to keep Christ as the center of activities, ensure that your accommodations are properly assigned, food is plentiful, and fees are properly applied for each group.

We thank you for your interest in serving at Red Bird and as partners in mission look forward to working with you and your group.

May God Bless,

Craig Dial  
Community Housing Improvement Director  
Director of Maintenance and Work Camp

Dennis Sparenberg  
Work Camp Manager  
[Workcamp@rbmission.org](mailto:Workcamp@rbmission.org)

# **Community Housing Improvement Department**

## **Mission Statement**

**To glorify God as we provide for those in need with top quality work, necessary repairs and improvements to housing, and the presence of workers who honestly love those they are serving. Further, our mission is to provide our partners in mission and our team members from work camp an opportunity to serve, be successful in the giving of their time and to sense the love of God that covers us all.**

## **Our Philosophy**

**To treat others as we want to be treated: treating all our partners in mission with respect, fairness, and integrity' caring for and listening to them; professionally serving them; always being a model of working hard and striving toward excellence.**

## **Red Bird Mission Phone Numbers**

Work Camp Office # – 606-598-5133

Alternate Work Camp # - 606-598-8019

Work Camp Fax # - 606-598-0906

Red Bird Mission Office # – 606-598-3155

Red Bird Mission Clinic #- 606-598-5135

Emergency Numbers after 5PM – 606-598-8629 or 606-598-7593\*\*\*\*\*  
These are for emergencies only. These are home phone numbers of staff. PLEASE only use for real emergencies. \*\*\*\*\*

Email Addresses:

[cdial@rbmission.org](mailto:cdial@rbmission.org) Community Housing Improvement Director  
Director of Maintenance and Work camp

[dsparenberg@rbmission.org](mailto:dsparenberg@rbmission.org) Work Camp Manager

[nreeves@rbmission.org](mailto:nreeves@rbmission.org) Work Camp Office Manager

[workcamp@rbmission.org](mailto:workcamp@rbmission.org) Office e-mail

## Billing Process

As the team leader we ask that you be responsible for all team-billing matters. Remember the application fee is a non-refundable separate charge and is not deducted from the work camp fees.

Groups scheduled for work camp prior to August; one-half of your team's total fees (\$175.00) are due on or before March 15. For groups scheduled to arrive after August 1, one-half of the fees (\$175.00) should be submitted to RBM on or before June 15. If you are serving before March 15<sup>th</sup> please send ½ fees 60 days before arrival date.

Please use check and or credit card. Payments from individual team members should be collected by (you) the team leader. If at all possible we prefer to get just one check.

## Cancellation Policy or Changes to Your Group:

If you wish to cancel your week or reduce the number of participants, you should contact the Work Camp office at 606-598-5133.

Group cancellations with less than 30 days notice prior to scheduled arrival date will result in a forfeit of work camp fees. If your numbers change by more than 20% the first half of fees paid for those members cancelling will be forfeited and non transferable. Normally, by this time, project materials and food have been ordered/purchased.

## What's Next – (Many have asked for a schedule so we have assembled the following---hope it helps!)

TIME FRAME	Process	Completed
12-18 months in advance	Fill Out Application and mail/fax/email to Red Bird Mission Work Camp	
Within 2 weeks of app.	Receive acceptance letter	
Within 30 days of letter	Send \$100.00 application fee (if not sent with application)	
As soon as you can	Start regular meetings with team and possible team members	
Per schedule in packet	Send first half of work camp fees	
Monthly	Continue team meetings with Bible study	
As soon as you can	Pick your "project site" leader and add to your communication list	
7-8 weeks before arrival	Assess skills in group & pray for guidance in picking project	
6-7 weeks before arrival	Discuss project with RBM personnel and with your team	
4-6 weeks before leaving	Have vehicles for transportation to and from RBM <b><i>as well as to jobsites</i></b>	
Monthly	Continue team meetings w/ Bible study and list of what to & not to bring	
30 days prior to arrival	Send total number of males and females & adult/youth breakdown	
30 days prior to arrival	Plan your talent night	
30 days prior to arrival	Secure medical release forms from each participant & keep for trip	
30 days prior to arrival	Plan meals on way to and from work camp & fuel for vehicles	
2-3 weeks prior to arrival	Plan your Wednesday "day off"	
1 week prior to arrival	Secure check for second half of fees to bring with you	
While here at RBM	Pay second half and settle account	

## Food Services

Three meals per day served in Cardinal Hall dining facility, Sunday evening through Saturday Breakfast. A cold breakfast will be available on Wednesday and Saturday. Wednesday is your free day as well as a day off for work camp staff. No lunch and supper meals are planned.

## Sleeping Facilities

Red Bird Mission Work Camp houses their guests in climate-controlled cabins. Please bring your bedding, pillows and toiletry items. Twin size sheets will fit our mattresses. We also have 10 full service RV slots with a bathhouse. Please call to reserve. Private rooms may also be available. These rooms have two or three twin beds and can be reserved for an extra fee of \$50.00 per person (\$100.00 maximum per room) for the week. Please let us know if you would like a private room or how many and we will reserve as best we can and confirm with you 30 days before you arrive.

## Laundry Facilities

We have a coin operated laundry facility on the mission grounds. Please bring quarters and soap if you plan to use the laundry facilities. If you forgot laundry soap please check with kitchen staff before they go home for the evening.

## Mission Trip Overview

The mission experience covers five days and six nights, commencing on Sunday evening and ending Saturday morning. Volunteer work hours are from approximately 8:30 am to 4:30 pm, breaking for lunch at your work sites or if on campus coming to the Cardinal House at 12:00 noon.

We encourage groups to do sightseeing on Wednesday; this is consistent with a lot of Red Bird Staff having a day off. For places to see or ideas for your group, please come into the work-camp office to look through our Book on places to see and things to do.

*Groups* may be assigned a day to do morning devotions for the whole work camp. We also have evening activities that you can participate in as follows but may change:

Sunday – Orientation with worship service

Monday – Mission Advancement will have a presentation and set up tours of other ministries at RBM.

Tuesday – Presentation & Craft Store Shopping

Wednesday – Free Day

Thursday – Group Talent Night/Non Talent Night/Fun Night

Friday – Closing with worship service

## Ideas for Wednesday

In the work camp office, we have a book available to look through for ideas for your Wednesday day off but I have also listed below some web sites that you may want to visit before you come:

[www.kingdomcome.org/museum](http://www.kingdomcome.org/museum) (Kentucky Coal Museum)

[www.nps.gov](http://www.nps.gov) (This is a web site for our state parks, Cumberland Gap, Cumberland Falls, Pine Mountain, Natural Bridge, and Fort Boonesborough, they are all about an hour to hour and a half away. At Cumberland Gap, you make reservations up to a month before you come to do the tours, in the summer they book up fast)

[www.lmunet.edu/museum](http://www.lmunet.edu/museum) (Lincoln Museum at Lincoln Memorial University)

[www.kentuckysplash.com](http://www.kentuckysplash.com) (Water Park)

[www.somersplash.com](http://www.somersplash.com) (Water Park)

[www.bsfsry.com](http://www.bsfsry.com) (Scenic Railway about 2.5 hours from mission)

[www.boonetavernhotel.com](http://www.boonetavernhotel.com) (historic restaurant in Berea KY – 1.5 hrs)

[www.berea.com](http://www.berea.com) (area around Berea Kentucky—big on crafts)

This information may help you and your group to have an idea of what is available in the area to see. Once you are here and need directions I can mapquest it for you.

## Volunteer Medical Release

Each group member should complete a medical release form (parent/guardian signature) is required for everyone under 19. **The group leader will keep this form.** It is advised that group members not normally carrying a medical insurance card bring a copy with them. Some area hospitals and doctors require proof of insurance before treatment.

If you have not had a tetanus shot in the last few years, we recommend having one prior to your arrival. If anyone in your group has, unusual or significant medical problems list them on the medical release form and advise the work camp office of the condition. Persons must provide their own health and accident insurance covering their trip to and from RBM, as well as while they are here.

### **Medical Release Form Sample**

Name \_\_\_\_\_ Age \_\_\_\_\_ M or F \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
Doctor \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Current  
Medication \_\_\_\_\_  
Allergies \_\_\_\_\_  
Medical INS \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Policy# \_\_\_\_\_  
Signed \_\_\_\_\_ Date \_\_\_\_\_

### **Complete if under age 19**

Parent/Guardian \_\_\_\_\_  
Phone \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I hereby give my permission for \_\_\_\_\_ to receive treatment by competent medical personnel because of any accident or medical emergency while involved on the Red Bird Mission trip.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_  
Relationship to Youth \_\_\_\_\_

**To help in your planning here are some suggestions as to what to and what not to bring!**

### **What to bring to work camp**

Good attitude

Bible, journal, pens, pencils

Bed roll for a bunk bed. Sleeping bag or sheets to fit a regular twin size mattress.

Pillow & pillow case

Toiletries including soap, shampoo, tooth paste & brush, towels and wash clothes etc

Desire to serve the Lord reaching out to those in need.

Comfortable clothes for Wednesday evening and tour day [possibly swim suit]

Work clothes shoes, work gloves, paint clothes

Material, instruments, music etc needed for talent night or for devotions

Insect repellent, sun screen, flashlight and camera

Water bottle for refilling at the job site

Money-----you will need to buy meals on the trip here and back as well as two meals on Wednesday tour day.

Food if you have special dietary needs.

### **Suggestions as to what NOT to bring**

Valuable electronic games or other "stuff"

I-pod, Individual CD player, Walkman etc. –Plan on visiting and sharing with your travel partners

Computer—there is Wi-Fi available in dining hall but suggest staying unplugged this week

Cell phones—suit yourself on this one but understand that they do not work at Red Bird Mission and service in the area is poor and questionable at best.

If you can't afford to lose it, don't pack it.

### **What Churches can provide**

Prayer before during and after the trip

Igloo Water Cooler

Snacks for each day

First Aid Kits

Walkie Talkies

Surprises

Remember to bring your deepest Christian faith and wear it every day like a fresh shirt. Keep your Christian joy stirred at all times. Practice Christian love in all matters and leave any negative attitude or harsh edges with your best friends back home and maybe they will lose it for you before you get back! Lay aside any stereotypes that you might have for anyone with whom you are traveling or for whom you may work. Be ready to meet God in all sorts of ways and in surprising people and places.

Often we are asked “What do you need at Red Bird Mission Work Camp” so we have created a needs list for your use. These are suggestions. If you have items that you would like to donate that are not on this list please call.

## NEEDS LIST

### HAND TOOLS

19.6 Volt Cordless drills & corded drills	Post hole diggers
19.6 Volt Cordless circular & reciprocating saws	15/8” drywall screws
Drill bit sets	2”—3” deck screws
19.6 volt Craftsman Batteries	Small Hammer Drill
Multi task kits	Post Levelers
Caulk Guns	Spades & Hole Saws
Pipe Cutters	Sanding Blocks for sanding screens
Rivet Guns	25 ft power tape measurer
¼ inch magnetic bit holders	Chalk lines
Sawsall Blades	Utility knives
	Hammers

### Large Equipment

12’ extension ladders	Large Plastic Trash Cans
6’ 300# rated stepladders	Trash bags to fit large trashcans
Wheel barrels	Miter saws

### VEHICLES

15 passenger vans or ¾ ton pickup	<b>Fork Truck for use outside on gravel and unlevel surfaces</b>
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### Office & Kitchen Supplies

Assorted Colored 2 Pocket Folders	Spray Bottles
8 ½ x 11-photo paper	Colored File Folders
Mops & buckets	#56 HP Color Ink
Brooms	Pot Holders
Dust Pans	Small waste cans with lid (for bathrooms)
Large Baking Sheets	Paper towel & toilet paper

As leader many will be asking you what tools are supplies and what is available. So we have assembled a list of what we try to stock on each van or truck. Hope this is helpful.

### **Tools on Van**

#### **One Battery Kit**

- 1 battery powered Reciprocating Saw
- 1 battery powered Circler Saw
- 1 battery powered Drill
- 1 battery powered Light
- 1 battery charger
- 2 batteries

#### **One electric Reciprocating Saw**

#### **One electric Circler Saw**

#### **One electric Drill**

#### **One electric Utility Light**

#### **One electric Jig Saw**

#### **Two extension Cords**

#### **10 Claw Hammers**

#### **10 Cloth Nail Aprons**

#### **4 Pry Bars**

#### **One Drywall T-Square**

#### **One Drywall Hole Saw**

#### **One Framing Square**

#### **Two small Quick Squares**

#### **Two Chalk Lines**

#### **One 4 ft Level**

#### **One 2 ft Level**

#### **One 10 inch Level**

#### **One 6 ft Step Ladder**

#### **One 16 ft extension Ladder**

#### **Two Utility Knives**

#### **One 25 ft Measuring Tape**

#### **Two 12 or 16 ft Measuring Tape**

#### **Four Pencils**

#### **Screw Drivers**

- 3 Four way large to small

- 3 Flat head large to small

#### **One Post Hole Digger**

#### **Two Shovels**

#### **One Rock Bar**

#### **One Pair of Saw Horses**

#### **One Hand Saw**

#### **One Hacksaw**

#### **One Block String Roll**

#### **Adjustable Wrenches**

- 3 Large to small

#### **Pipe Wrenches**

- 3 Large to small

#### **One Wal-Mart First Aid Kit**

#### **One Fire Extinguisher**

#### **Safety Goggles & Glasses**

#### **Ten pairs of Work Gloves**

#### **Ear Plugs**

#### **One Plumbing Kit**

#### **Misc. Plumbing Fittings**

#### **¼ Pint All Purpose Glue**

#### **¼ Pint Pipe Cleaner**

#### **Plumbers Putty**

#### **Roll Teflon Tape**

#### **One Pipe Cutter**

#### **One Electrical Kit**

#### **Power Alert/Detector**

#### **Misc. Electrical Parts**

#### **Red & Yellow Wire Nuts**

#### **Electrical Tape**

#### **Wire Staples**

#### **Wire Cutter**

#### **Tool Available By Request**

#### **Electric Miter Saw**

#### **Portable Electric Table Saw**

#### **Electric Belt Sander**

#### **Gas Powered Power Washer**

#### **Extra Ladders**

#### **Shop Vac**

#### **Extra Shovels**

#### **Extra Post Hole Diggers**

#### **Tarps**

#### **Hydraulic Jack**

#### **Wheel Barrel**

#### **Two Wheel Dolly**

## **DIRECTIONS**

**Please do not use map quest or GPS for your directions it may send you driving long and winding roads.**

### **From Lexington:**

**Travel Time: 2 ½ - 3 Hours**

Take I-75 south to London, KY (exit 41) turn left (east) on Hwy 80 and follow the signs to Hal Rogers Parkway (former Daniel Boone Parkway). Stay on parkway approximately 32 mile to Hwy 66 exit. You will see a sign for Red Bird Mission. Turn left off Parkway and go to the end of the exit ramp, then turn right onto 66 south you will see a sign for Red Bird Mission. Go about .6 miles to another stop sign and turn right onto 421/80/66 for about .8 miles and turn onto Hwy 66, you will see a sign for Red Bird Mission. Travel approximately 16 miles on Hwy 66. You will pass the Red Bird Mission School. Continue for .4 miles to the Queendale Campus. When you drive over the bridge take an immediate right and you will be on the road that leads to work camp, follow it until you get to the Cardinal House.

### **From Knoxville, TN**

**Travel Time: 2 ½ - 3 Hours**

Take I-75 north to Hwy 25W/63 (exit 134) at Caryville. Go north on Hwy 25W/63 to La Follette take Hwy 63 and continue north to Hwy 25E at Harrogate. Turn left and head north on Hwy 25E through the Cumberland Gap Tunnel into Middlesboro, KY. Approximately 12 miles to Pineville. Turn right onto Hwy 66 and head north you will see a sign for Red Bird Mission. About 18 miles you will come to a stop sign. Turn left and follow Hwy 66 for another 6 miles to the Queendale Campus. When you drive over the bridge take an immediate right and you will be on the road that leads to work camp, follow it until you get to the Cardinal House.

## **Bible Study Suggestion**

(This is a guide-----designed for several meetings----- break up into parts)

### **1. What is Service?**

Service is helping others who need assistance. Christ-like service grows out of genuine love for the Savior and of love and concern for those whom he gives us. Jesus said, "I am among you as he that serves" (Luke 22:27). As true followers of Jesus, we also must serve others.

"Whosoever will be great among you, let him be your minister; and whosoever will be chief among you, let him be your servant" (Matthew 20:26-27).

### **2. How We Can Serve**

There are many ways to serve. We can help others economically, socially, physically, and spiritually. For example, we can give money, food, or other articles to those who need them. We can be a friend to a newcomer. We can plant a garden for an elderly person or care for someone who is sick. We can teach the gospel to someone who needs the truth or comfort someone who grieves.

#### ***Discussion***

- Have team members tell how they have benefited at some time from kind acts of service.
- Ask members to list as many ways to serve as they can.

### **3. Why the Savior Wants Us to Serve Others**

Through the service of men and women and boys and girls God's work is done. When we help one another, we serve God.

#### ***Discussion***

- Read Matthew 25:40. Why does the Lord want and need us to serve others?
- Who benefits when we perform acts of service?

### **4. We Receive Blessings through Service**

When we serve others, we gain important blessings. Through service, we increase our ability to love. When we consider the lives of people who serve unselfishly, we can see that they gain more than they give.

#### ***Discussion***

- What blessings do we receive through service to others?
- How does serving others increase our ability to love them?

### **5. Opportunities to Serve**

Some of us serve only those we enjoy being around and avoid all others. However, Jesus commanded us to love and serve everyone. There are many opportunities to serve. We have many opportunities to serve our neighbors, our friends, and even strangers. We do not need to know the people we serve, nor do we need to be fond of them. We should look for ways to serve as many of our Heavenly Father's children as we can.

If we have special talents, we should use them to serve others. God blesses us with talents and abilities to help improve the lives of others. Members of the Church serve by doing missionary work, accepting leadership assignments, visiting other Church members, teaching classes, and doing other Church work.

#### ***Discussion***

- Have team members each write on a sheet of paper one way they can serve someone in their family and one way they can serve someone outside their family

### **6. Christ Is the Perfect Example of Service**

The Savior provided the perfect example of service. He explained that he did not come to earth to be served but to serve and to give his life for us (see Matthew 20:28).

He is our God and Savior and Lord of the universe, yet he did many humble acts of service. Just before his crucifixion, he met with his disciples. After teaching them, he took a basin of water and a towel and washed their feet (see John 13:4-10). In those days, washing a visitor's feet was a sign of honor and was usually done by a servant. Jesus did it as an example of love and service. When we willingly serve others in the spirit of love, we become more like Christ.

#### ***Discussion***

Give three people a scripture reference and have each tell of the Savior's example of service: John 13:4-10 (washing of feet); Matthew 15:30-31 (healing); Matthew 15:32-38 (feeding the 4,000).

***Additional Scriptures*** Colossians 3:23-24 (serve others as you would serve the Lord) Galatians 5:13

## FINAL PREPARATIONS (Reminders)

\*Do you have sufficient means of transportation to and from Red Bird Mission, **to and from the project sites**?

\*Collect remainder of \$350.00/person fee and additional project money [if needed] Please pay in one check to Red Bird Mission Work Camp or payment can be made on a credit card.

\*Have you made plans for your day off? Wednesday is your day off and you may want to check into local sites of interest. Check out the book in the Work Camp Office

\*Have you considered “talent night”? If you would like to do a group presentation, you may want to prepare in advance.

\*Do you know where to go once you get on campus? Please arrive between 3:00 p.m. and 5:00 p.m. and report to the “Cardinal House” in the work camp area.

\*Communication with your group is important. Please be sure that everyone in the group has received and read the Volunteer information packet. You can go to [www.rbmission.org](http://www.rbmission.org) to download the information packet if you need to.

\* Any last minute questions or concerns PLEASE contact us via email or phone.

**Work Camp Office Phone:** 606-598-5133 or 606-598-8019  
Fax 606-598-0906

**Email Address:** [workcamp@rbmission.org](mailto:workcamp@rbmission.org)  
[cdial@rbmission.org](mailto:cdial@rbmission.org)  
[dsparenberg@rbmission.org](mailto:dsparenberg@rbmission.org)  
[nreeves@rbmission.org](mailto:nreeves@rbmission.org)

**\*REMEMBER YOUR CELL PHONE WILL NOT WORK HERE.**