

NCS Short-term Camp Administration Schedule

One Day

	Session	Minutes
9:00	What is Short Term Camp	35
9:35	Planning Short-Term Camp	30
10:05	Break	10
10:15	NCAP process	60
11:15	Counseling	15
11:30	Program Design	35
12:05	LUNCH	30
12:35	Specialty Programs at Camp	40
1:15	Staff Qualifications and Training	20
1:35	Health and safety	30
2:05	Break	10
2:15	Food Service Operation	30
2:45	Facilities	30
3:15	Fiscal Management	10
3:25	Camp Security	30
3:55	Break	10
4:05	Enterprise Risk Management	30
4:35	Emergency Procedures and Crisis Communication	35
5:10	BSA policies and Procedures	30
5:40	Closing	10