MSC MEMBERS BULLETIN SPECIAL ANNUAL STAFF & EMPLOYMENT ISSUE GETTING READY FOR THE 2022 SEASON

IMPORTANT REMINDER: This information is being provided for your general educational purposes only. You should always consult your attorney or other advisors for advice on how the law applies to specifics at your camp.

Define your Season: Unemployment Compensation – Labor Dept Form FX-25

Youth camps are classified as "Seasonal Industries" under the State of Maine Unemployment Compensation Law. The "Season" is set by the camp and must be less than 26 weeks in order to maintain the "Seasonal" classification. Seasonality affects your unemployment tax liability on wages for employees eligible for unemployment benefits. See the section below for which classes of employees are NOT eligible for unemployment. Camps are required to list the beginning and ending day of their season on the Maine Department of Labor's form FX-25. The State Unemployment Office sends these out annually, and it is important to fill this out to protect yourself as a seasonal employer from unemployment claims. If you don't get a form and you are seasonal, you should contact the Department at (207) 621-5127. FX-25 is not downloadable on the web; you must establish an account. The employment season is not the same as the camper season. FX-25 dates define your employment season and thus the dates should be the same as on the employment contracts or letters of hire for your seasonal employees eligible for Unemployment Compensation. Here is how this relates to unemployment claims: If eligible seasonal employees' employment ends on the end date you entered on your FX-25 and they then file for unemployment, they may be entitled to benefits, but the benefits will NOT be charged to your camp's account (since their unemployment is after the end of your season). If their employment ends before the date you entered on your FX-25 (during your season), they may be entitled to benefits and in that case the benefits WOULD be chargeable to your camp's unemployment account. (However, if you are a nonprofit camp who has elected reimbursement of unemployment benefits in lieu of contributions, you may be required to pay unemployment benefits to an employee whose unemployment period is outside of your season.)

Full-Time Students and Volunteers are Not Eligible for Unemployment Compensation

Because full-time students are not eligible for unemployment compensation, there is no requirement to pay Federal Unemployment Taxes (FUTA) or Maine Unemployment Taxes (SUTA) on the wages for services performed by a student if the service is performed in the employ of the camp for less than 13 calendar weeks in the calendar year and,

- ☐ The camp did not operate for more than 7 months in the calendar year and did not operate for more than 7 months in the preceding calendar year or,
- □ The average gross receipts for the camp for any 6 months in the preceding calendar year were not more than 33-1/3 percent of its average gross receipts for the other 6 months in the preceding calendar year.

Full-time student is defined as—

- ☐ An individual who is enrolled as a full-time student at an educational institution or,
 - □ An individual who is between academic years or terms if the individual was enrolled as a full-time student at an educational institution for the immediately preceding academic year or term and there is a reasonable assurance that the individual will be so enrolled for the immediately succeeding academic year or term.

The MSC Members Bulletin is a periodic publication for camp members of the Maine Summer Camps/ MYCF.

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207.518.9557; 207.799.7773

MSC Members Bulletin cont.

Volunteers performing service for civic, charitable or humanitarian reasons, without expectation of receipt of compensation are not eligible for unemployment compensation.

Hiring Reminders

Maine New Hire Reporting: Maine employers are required to report information about newly hired or rehired employees to the Maine Department of Health and Human Services, Child Support Services: Division of Support Enforcement & Recovery (DSER). The purpose is to enable the DSER to obtain or enforce orders against persons who have failed to pay required child support. The report is due within 7 days of each hire or rehire and must include a specific list of information for any employee who receives a W-2 form and any independent contractor who will be paid \$2,500 or more in a year. Failure to file a report subjects the employer to a civil penalty of up to \$200 per month for each violation. For more information go to: https://www.maine.gov/dhhs/ofi/programs-services/child-support-services/employers/new-hire-faq

- □ Employment at will: If you want to be able to terminate employment without cause and without notice, you should clearly state in writing in the employment agreement or letter of hire that the employment is "at will". Without cause means that the employment may be terminated for any reason not specifically prohibited by law, for no reason. Upon written request by the employee, the employer must provide the reason for termination in writing within 15 days. Note however, at will employment may be terminated at any time by either the employer or the employee.
- ☐ Hiring Discrimination: Maine resource on allowed hiring questions: https://www.maine.gov/mhrc/laws-guidance/employment/pre-employment

Pay Period Requirement & Counselor Exception

Any employee who is NOT a counselor, junior counselor or counselor-in-training or otherwise exempt as described below under "Minimum Wage" must be paid at least the current hourly minimum wage rate. Typically, at a camp this includes kitchen, maintenance, laundry and office staff.

ALL EMPLOYEES are required to be paid at least every 16 days. There is a Maine Department of Labor informal EXCEPTION for camp counselors and junior counselors only which is:

- ☐ The camp must prorate the lump sum offered in the contract over the number of 16-day periods in the season and establish a regular payday;
- ☐ All required deductions must be computed by pay period;
- ☐ Counselors and junior counselors must be permitted to draw up to the full amount of each net amount due

- on each payday or can allow the amount to be held until requested and must clearly understand that they have this option.;
- ☐ Employees will be provided with a statement each date wages are due indicating the date of the pay period, gross amount, itemized deductions and net amount due.

MINIMUM WAGE FOR 2022 is \$12.75/Hr.

All hourly employees in Maine must be paid at least minimum wage. For these employees, a portion of wages may be the reasonable cost of board or lodging if actually used by the employee and shown on employee statements and wage records. The "reasonable cost of board and lodging" may be determined by the State Department of Labor (DOL); however, if the cost is provided in the employee's contract, it will be accepted by DOL unless obviously unreasonable.

Counselor Exemptions

Counselors, junior counselors and counselors-in-training at licensed summer camps (including both resident & day camp counselors) are exempt from minimum wage and overtime requirements, as are employees who are under the age of 18 and who are employees of summer camps and similar seasonal recreation programs not requiring such licensure operated as or by nonprofit organizations.

Other Exempt Employees

Employees who (1) not only through job title but also through the performance of duties meet the definition of an "executive" or "administrative" or "professional" employee under Maine law and (2) are paid a salary at or more than an annual rate of 3,000 times the current hourly rate of pay (for 2022 that is: \$12.75 X 3,000 = \$38,250), and provided that this amount is more than the Federal rate for salaried employees (which it currently is), are exempt from overtime compensation obligations.

Rest Breaks for Hourly Wage Employees

Maine law requires all employees required to be paid minimum wage to have an unpaid 30-minute (consecutive) rest break after 6 consecutive hours of work. A mealtime lasting at least 30 consecutive minutes counts as a rest break if the employee is completely relieved of duty during that time. An employee and employer may negotiate for more breaks, but this should be put in writing.

Harassment - Sexual and Other

Posting Notice. Camps as employers are required to post in a prominent and accessible location a poster regarding the illegality of sexual harassment in the workplace. See poster requirements below.

MSC Member Bulletin cont.

Individual Employee Notification. In addition, camps must annually provide each employee with an individual written notice that includes at a minimum the following information: (1) the illegality of sexual harassment; (2) the definition of sexual harassment under state law; (3) a description of sexual harassment, utilizing examples; (4) the internal complaint process available to the employee; (5) the legal recourse and complaint process available through the Maine Human Rights Commission (the "Commission"); (6) directions on how to contact the Commission; and (7) the protection against retaliation for making a complaint. The notice must be delivered in a manner to ensure notice to all employees without exception, such as including the notice with an employee's pay.

Training. Camps with 15 or more employees shall conduct an education and training program for all new employees. Training provided must include: (1) the illegality of sexual harassment; (2) the definition of sexual harassment under state and federal laws and federal regulations; (3) a description of sexual harassment, utilizing examples; (4) the internal complaint process available to the employee; (5) the legal recourse and complaint process available through the Commission; (6) directions on how to contact the Commission; and (7) the protection against retaliation for making a complaint. Employers shall conduct additional training for supervisory and managerial employees, which must include, at a minimum: (1) the specific responsibilities of supervisory and managerial employees; and (2) methods that these employees must take to ensure immediate and appropriate corrective action in addressing sexual harassment complaints.

Compliance Checklist. The Department of Labor has developed a compliance checklist for employers covering the training requirements described above. The checklist is available on the Department's publicly accessible website. The Maine Human Rights Commission also provides a link to the compliance checklist on the Commission's publicly accessible website. Employers shall use the checklist to develop a sexual harassment training program and shall keep a record of the training, including a record of employees who have received the required training. Training records must be maintained for at least 3 years and must be made available for Department inspection upon request.

Enforcement. The Department will enforce the notification requirement and, upon inspection or complaint, shall ensure that employers have provided the training as required.

Penalties. An employer who violates this law may be assessed a fine by the Department as follows:

- 1. An employer who violates the workplace posting requirement may be assessed:
 - a For the 1st violation, a fine of up to \$25 per day, not to exceed \$1,000.

- b. For a 2nd violation occurring within 3 years of a prior violation, a fine of not less than \$25 per day up to \$50 per day, not to exceed \$2,500; and
- c. For a 3rd or subsequent violation occurring within 3 years of 2 or more prior violations, a fine of not less than \$25 per day up to \$100 per day, not to exceed \$5,000.
- 2. An employer who violates the individual employee notification or training requirements may be assessed:
 - a For the 1st violation, a fine of \$1,000;
 - b. For a 2nd violation, a fine of \$2,500; and
 - c For a 3rd or subsequent violation, a fine of \$5,000.

HIRING REQUIREMENTS

Camps as employers must prepare Form I-9 to document verification of the identity and employment authorization of each employee (both citizen and noncitizen) to preclude the unlawful hiring of noncitizens who are not authorized to work in the United States. Employers must retain original I-9 forms for three years after the date of hire, or one year after the date employment ends, whichever is later. The forms should be stored separately from other personnel files. For more information go to https://www.uscis.gov/i-9.

Camps as employers may not use or inquire about the compensation history of a prospective employee from the prospective employee or a current or former employer of the prospective employee unless an offer of employment that includes all terms of compensation has been negotiated and made to the prospective employee, after which the employer may inquire about or confirm the prospective employee's compensation history.

OTHER EMPLOYER ISSUES: CRIMINAL BACKGROUND CHECKS

Maine Youth Camp Rules require you to determine if an employee or volunteer has a sexual criminal history. These are spelled out in 10-44 C.M.R. ch. 208, § 6.A.3. a-b. ACA accreditation also requires a check of the National Sex Offender Public Registry http://www.nsopw.gov. Many camps routinely conduct third party background checks as a basic screening tool. The State considers non-compliance with Rule 6.A.3 to be a critical violation.

Normally, an employer may not request a social security number from a prospective employee on an employment application or during the application process for employment. However, camps are exempt if they are using that information for the purposes of a preemployment background check and the numbers are being provided on a voluntary basis.

THIRD PARTY BACKGROUND CHECK OPTION

If you use a "consumer reporting agency" to do a background check on applicants for employment, you are subject to the Federal (and Maine) Fair Credit Reporting Act ("FCRA"). It requires you to give notification to each applicant for employment of your intention to use a consumer reporting agency to do a background check on the applicant and requires you to obtain the applicant's written authorization to do so. The notice must be a standalone document and can include the authorization given by the applicant. An electronic signature provision can satisfy the "in writing" requirement.

The consumer reporting agency will require you to certify that you have notified the applicants, received their authorization, that you will take the required action described below if you decide to not hire the applicant based on the information in the agency's report, and that you will not use the information for any illegal purpose.

Prior to taking an "adverse action" based in whole or in part on information contained in the report, such as deciding not to hire based on the report, you must provide the applicant with a copy of the report and a "Notice of the Consumer's Rights under FCRA". The consumer reporting agency must provide you with a copy of this notice, which you can send to the applicant. It should also be able to provide you with a form notice as described above.

REMINDER: OSHA REQUIREMENT

The Occupational Safety and Health Act requires camps to maintain records of work-related illnesses and injuries. The required record keeping Forms 300, 300A and 301 can be accessed online at www.osha.gov/recordkeeping. Information about the requirements can be viewed and downloaded.

Required Employment Poster

Employers must display certain posters in the workplace where workers can see them.

There are 9 required posters and they can be downloaded from: www.maine.gov/labor/posters/index.html. For questions call the ME Dept. of Labor: 207-623-7900. The posters are:

Minimum Wage

Video Display Terminal

Child Labor Laws

Worker's Compensation

Regulation of Employment

Sexual Harassment

Occupational Safety and Health Regulations

Maine Employment Security Act (only if you are a state, county or municipal employer)

Whistleblower's Protection Act

Optional Posters: These are available at: http://www.maine.gov/labor/posters/

Federal Government Posters (US Dept of Labor) Available by downloading from this site: https://www.dol.gov/general/ topics/posters



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Supporting Summer Camps
Throughout New England
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2022 SPRING

TRAINING OPPORTUNITIES

| COLOR KEY |
|--|
| Challenge Course |
| Lifeguard |
| Mental Health |
| Outdoor Living Skill |
| Shooting Sports, Archery and Riflery |
| Trip Leader |
| Watercraft |
| Wilderness First Aid and First Responder |

| | CHALLENGE COURSE BAR HARBOR, ME | | | | | | | |
|--|------------------------------------|-----------------|--------|-------------------------|-----------------------------|--|--|--|
| | | | | CONTACT: CLIN | MB@ACADIAMOUNTAINGUIDES.COM | | | |
| Name | Start | End | Cost | Room/Board | Details | | | |
| PCIA Top Rope Climbing Instructor Exam | one day | May 28, 2022 | 200.00 | email for details | Acadia National Park | | | |
| PCIA Top Rope Climbing Instructor Course | May 24, 2022 | May 27, 2022 | 495.00 | email for details | Acadia National Park | | | |
| Single Pitch Climbing Instructor Exam | one day | May 28, 2022 | 200.00 | email for details | Acadia National Park | | | |

CHALLENGE COURSE BRATTLEBORO, VT

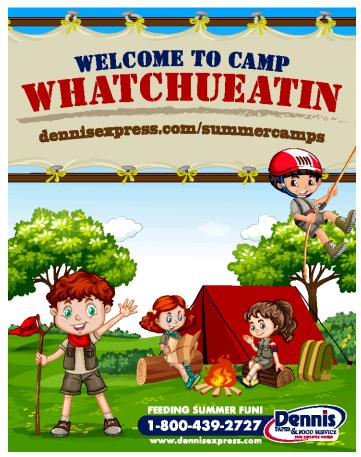
CONTACT: AMARTINO@HIGH5ADVENTURE.ORG

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|-----------------|--------|-------------------|--|
| Spotter Ready: Low Challenge Course Elements Programing | one day | May 25, 2022 | 385.00 | email for details | Participants new to the field will learn the technical, facilitation, and safety management skills required for a quality low elements challenge course program. |
| Advanced Technical Skills: Level 2 Review | May 14, 2022 | May 15, 2022 | 385.00 | email for details | \$379.00 Includes registration, and lunch during the workshop |
| Managing An Adventure Program: CCM Training | Nov 15, 2022 | Nov 17, 2022 | 540.00 | email for details | Bag lunch included |
| Managing An Adventure Program: CCM Training | Apr 5, 2022 | Apr 7, 2022 | 540.00 | email for details | |
| Beyond Basics: Level 2 Training | Jun 2, 2022 | Jun 5, 2022 | 750.00 | email for details | |
| Beyond Basics: Level 2 Training | May 19, 2022 | May 22, 2022 | 750.00 | email for details | |
| Beyond Basics: Level 2 Training | Apr 11, 2022 | Apr 14, 2022 | 750.00 | email for details | Bag lunch included |

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|-----------------|--------|-------------------|--|
| Adventure Basics: Level 1 Training | May 9, 2022 | May 13, 2022 | 795.00 | email for details | Bag lunch included. |
| Adventure Basics: Level 1 Training | Apr 20, 2022 | Apr 24, 2022 | 795.00 | email for details | Includes bag lunch. Lodging option on website. |
| Spotter Ready: Low Challenge Course Elements Programing | one day | May 25, 2022 | 385.00 | email for details | Participants new to the field will learn the technical, facilitation, and safety management skills required for a quality low elements challenge course program. |

| CHALLENGE COURSE | | | | | | | |
|---|--------------------|-----------------|--------|-------------------|--|--|--|
| DENMARK | , ME | | | (| CONTACT: SUSIE@WYONEGONIC.COM | | |
| Name | Start | End | Cost | Room/Board | Details | | |
| Climbing Wall Facilitator | one day | Jun 13, 2022 | 90.00 | included | Learn facilitation techniques, belaying skills, and safety for climbing wall structures. Gain knowledge in risk management. | | |
| Challenge Course Facilitator (2 years) | Jun 6, 2022 | Jun 12, 2022 | 695 | Included | Please note that the Ropes training is a full-time commitment, including evening classes and coursework. | | |
| High Ropes Course Facilitator (2 years) | Jun 6, 2022 | June 9, 2022 | 495.00 | Included | Learn facilitating techniques for various high elements including equipment, belay skills, safety and rescue techniques. Gain knowledge in risk and course management. | | |
| Low Ropes Course Facilitator (2 years) | Jun 10, 2022 | Jun 12, 2022 | 335.00 | Included | Focus is on facilitation techniques for both element/initiative and non-element/initiative challenges as well as safety skills. | | |
| Challenge Course Facilitator | Jun 6, 2022 | Jun 12, 2022 | 695 | email for details | https://wyonegonic.com/staff/certification-trainings/ | | |
| Climbing Wall Facilitator | one day | Jun 13, 2022 | 90.00 | included | Learn facilitation techniques, belaying skills and safety for climbing wall structures. Gain knowledge in risk management. | | |







CHALLENGE COURS STONEHAM, ME

CONTACT: TERRI@SUSANCURTIS.ORG

| Name | Start | End | Cost | Room/Board | Details |
|-------------------------------|--------------------|--------------------|--------|------------|-------------------------|
| High 5 Adventure Basics | Jun 13, 2022 | Jun 16, 2022 | 350.00 | | Room and Board Included |

LIFEGUARD AND WATER SAFETY BRIDGTON, ME

CONTACT: INFORMATION@WINONACAMPS.COM

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|---------------------|--------|------------|--|
| Lifeguard Training - Blended Learning with Waterfront Module | Jun 17, 2022 | Jun 19, 2022 | 385.00 | | Minimum age: 15; excellent physical condition and endurance – Pre-course swim test will take place in the POND: distance swim; timed swim /surface dive with brick retrieval; submerged |
| Lifeguard Instructor (Laptop computer required) | Jun 12, 2022 | Jun 17, 2022 | 475.00 | | swim. Minimum age: 17; Must possess the skills and knowledge of lifeguard training and CPR for the Professional Rescuer. Required - participants have current certifications. Candidates must demonstrate proficiency in new (r. 17) Lifeguard Training skills. |
| Water Safety Instructor (Laptop computer required) | Jun 14, 2022 | June 18, 2022 | 450.00 | | Minimum age 16; Level 4 Learn to Swim skills; online learning prior to arrival. |

MENTAL HEALTH BRATTLEBORO, VT

CONTACT: AMARTINO@HIGH5ADVENTURE.ORG

| Name | Start | End | Cost | Room/Board | Details |
|---|--------------------|-----------------|--------|-------------------|---|
| Advanced Social- Emotional Learning and Facilitation | Oct 26, 2022 | Oct 28, 2022 | 540.00 | email for details | This 3-day workshop is an immersive opportunity for participants to advance their facilitation game to the next level. This deep dive into the specifics of Social Emotional Learning from theory to practice includes everything you need to consider when integrating or expanding SEL practices in your program. |
| Advanced Social- Emotional Learning and Facilitation | Apr 27, 2022 | Apr 29, 2022 | 540.00 | email for details | |

| MENTAL HEALTH BRIDGTON, ME CONTACT INFORMATION@WINONACAMPS.COM | | | | | | |
|--|------------|--------------------|-------|------------------|---|--|
| Name | Start | End | Cost | Room/Board | Details | |
| L.E.A.D. 4- hour Camp Mental Health Certification | one day | Jun 13, 2022 | 90.00 | virtual training | Participants do not learn to diagnose or provide therapy or counseling. | |

OUTDOOR LIVING SKILLS DENMARK, ME

CONTACT: SUSIE@WYONEGONIC.COM

| Name | Start | End | Cost | Room/Board | Details |
|---------------|-------|------|------|------------|------------------------------|
| Outdoor | Jun | Jun | TBD | TBD | Join instructors Ginny |
| Living Skills | 17, | 19, | | | Geyer and Katie Curtis for |
| Staff | 2022 | 2022 | | | a workshop covering |
| Workshop | | | | | Outdoor Living Skills. |
| | | | | | Valuable skills practice and |
| | | | | | instruction for the JMW, |
| | | | | | MW and JMG programs as |
| | | | | | well as Camp Outdoor |
| | | | | | Living or CampCraft |
| | | | | | programs. |

| OUTDOOR LIVING SKILLS BAR HARBOR, ME CONTACT: CLIMB@ACADIAMOUNTAINGUIDES.COM | | | | | | | |
|--|--------------------|--------------------|--------|-----------------------|----------------------|--|--|
| Name | Start | End | Cost | Room/Board | Details | | |
| PCIA Single Pitch Instructor Course | May 24, 2022 | May 27, 2022 | 595.00 | No room/board options | Acadia National Park | | |

| SHOOTING SPORTS, ARCHERY, AND RIFLERY BRIDGTON, ME CONTACT: INFORMATION@WINONACAMPS.COM | | | | | | |
|---|-------------------|--------------------|--------|------------|--|--|
| Name | Start | End | Cost | Room/Board | Details | |
| Camp Rifle Counselor Training | Jun 9, 2022 | Jun 10, 2022 | 195.00 | | Minimum age 18. This is a training course, not for certification. Based on the former civilian marksmanship training course. | |

SHOOTING SPORTS, ARCHERY, AND RIFLERY CASCO, ME

CONTACT: TOM@NETOPSUMMERCAMP.COM

| Name | Start | End | Cost | Room/Board | Details |
|---------------------------|------------|--------------------|--------|-------------------|---|
| Archery | one day | June 7, 2022 | 175.00 | email for details | This will include the 40.00 required to complete the online portion. Lunch is not included. |
| USA Archery Level 1 | one day | Jun 17, 2022 | | email for details | |

SHOOTING SPORTS, ARCHERY, AND RIFLERY CASCO, ME

CONTACT: HACKSJEFF1@GMAIL.COM

| Name | Start | End | Cost | Room/Board | Details |
|---------|------------|-----------------|--------|-------------------|---------|
| Archery | one day | June21, 2022 | 100.00 | email for details | |

SHOOTING SPORTS, ARCHERY, AND RIFLERY DENMARK, ME

CONTACT: susie@wyonegonic.com

| Name | Start | End | Cost | Room/Board | Details |
|---------------------|------------|---------------------|----------|---|---|
| Archery Course 2 | one day | June 17, 2022 | \$220 | one day format; no overnight stay offered | The minimum age for the Level I course is 15. However, when conducting an archery class, those under the age of 18 are required to have an adult (18+) supervision. |
| Archery Course 1 | one day | June 16, 2022 | \$220.00 | one day format; no overnight stay offered | The minimum age for the Level I course is 15. However, when conducting an archery class, those under the age of 18 are required to have an adult (18+) supervision. |



TRIP LEADER BRYANT POND, ME

CONTACT: ERI.MARTIN@MAINE.EDU

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|--------------------|-------|-------------------|--|
| Expeditionary (3) Day Trip Leader Training | Jun 15, 2022 | Jun 17, 2022 | \$350 | email for details | To be certified as a trip leader participants will have to have a valid Wilderness First Aid (WFA) and CPR certification. Participant s who have not yet had the chance to obtain these certifications will have the opportunity to enroll in our onsite WFA class that runs just prior to the start of this program - June 13 & 14. At the end of class participants will be given a form to be filled out and sent into the state to be awarded their certification. |

| TRIP LEAD | ER |
|-----------|----|
| CASCO, ME | |

CONTACT: HACKSJEFF1@GMAIL.COM

| Name | Start | End | Cost | Room/Board | Details |
|-------------|------------|--------------------|---------|-------------------|---------|
| Trip Leader | One day | Jun 15, 2022 | \$80.00 | email for details | |

WATERCRAFT RRIDGTON MF

CONTACT: INFORMATION@WINONACAMPS.COM

| Name | Start | End | Cost | Room/Board | Details |
|------------------------------------|-------------------|----------------|--------|-----------------|---|
| US Sailing Counselors Course | Jun 6, 2022 | Jun 7, 2022 | 200.00 | \$50 room/board | Minimum age 17. Registration required directly with US Sailing. Winona will supply link and review process. |

WATERCRAFT DENMARK, ME

CONTACT: SUSIE@WYONEGONIC.COM

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|----------------|-------|------------|--|
| Canoe Instructor w/Intro Course | Jun 7, 2022 | Jun 9, 2022 | \$485 | Included | Please note that COVID- 19 Vaccination is required by the Canoe Instructors Minimum Age 18 for American Canoe Association Instructor requirements Excellent physical condition and strong swimming skills Current First Aid and CPR certification |
| Level 1 Canoe Instructor with Introduction to Canoeing | June 3, 2022 | Jun 6, 2022 | \$485 | Included | Please note that COVID- 19 Vaccination is required by the Canoe Instructors. Minimum Age 18 for American Canoe Association Instructor requirements |

WATERCRAFT TOPSHAM, ME

CONTACT: BOBMYRON@LIVE.COM

| Name | Start | End | Cost | Room/Board | Details |
|---|--------------------|--------------------|--------|-------------------|--|
| ACA Level 1 & 2 Essentials of SUP Instructor Certificate Workshop | Aug 3, 2022 | Aug 6, 2022 | 495 | email for details | Successful candidates will receive ACA certification as a Level 1 or 2 SUP Instructor |
| ACA Level 2 Kayak EOKT Instructor Cert. Workshop | Jun 13, 2022 | Jun 16, 2022 | 495 | email for details | You will need to demonstrate that you have an understanding of how to teach ACA Essentials of Kayak Touring courses and manage your group on the water. You will also be asked to model, teach and execute effective strokes and rescues. |
| Level 3 Coastal Kayaking Instructor Cert. Exam | May 28, 2022 | May 30, 2022 | 420.00 | email for details | To take this course you need to have met the prerequisites of the ACA L-3 CK Instructor. |
| Level 3 Coastal Kayaking Instructor Cert. Workshop | May 25, 2022 | May 30, 2022 | 850 | email for details | This program is designed for experienced kayakers who feel ready to teach kayak touring skills in a cold-water environment. Our 6-day intensive Instructor Certification Workshop will help you develop your kayaking, leadership, and teaching skills as well as assess your ability to teach, lead, and rescue your students. This course will also help you learn to teach in ocean |

| | | | | | environments that consist of winds from 10- 15 knots, seas of 1-2 feet, breaking waves of 1-2 feet, and tidal currents of 1-2 knots |
|--|------------|--------------------|-----|-------------------|--|
| Level 3 Coastal Kayak Skills Assessment | one day | May 21, 2022 | 150 | email for details | This skills assessment is designed for those people who are already ACA Level 2 Essentials of Kayak Touring instructors and or individuals who feel ready to teach in ocean environments that consist of winds from 10-15 knots, seas of 1-2 feet, breaking waves of 1-2 feet, and tidal currents of 1-2 knots |

| WILDERNESS FIRST AID AND FIRST RESPONDER BAR HARBOR, ME CONTACT: CLIMB@ACADIAMOUNTAINGUIDES.COM | | | | | | | |
|---|--------------------|--------------------|--------|-------------------|---------------------------------|--|--|
| Name | Start | End | Cost | Room/Board | Details | | |
| WMAI Wilderness First Responder / WAFA / WEMS recertification | Jun 19, 2022 | Jun 21, 2022 | 300.00 | email for details | Requires pre-course self-study. | | |
| Intensive WMAI Wilderness First Responder | Jun 17, 2022 | Jun 21, 2022 | 675.00 | email for details | Requires pre-course self-study. | | |

WILDERNESS FIRST AID AND FIRST RESPONDER BRIDGTON, ME

CONTACT: INFORMATION@WINONACAMPS.COM

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|--------------------|--------|---------------------------------|--|
| Wilderness First Aid (Wilderness Medical Associates) | Jun 16, 2022 | Jun 17, 2022 | 225.00 | | This course trains counselors, especially trip leaders, in emergency first aid in wilderness environments. |
| | | | | | Basic ideas for medicine for the field, emphasis on practical skills, and realistic simulation exercises are included. This course includes Wilderness Medical Associates (WMA) Adult CPR. |
| | | | | | Requires-Minimum age: 18 (ages 16 & 17 may participate with written parental permission). |
| Wilderness First Aid (Wilderness Medical Associates) | Jun 11, 2022 | Jun 12, 2022 | 225.00 | 10.00 per night / 5.00 per meal | This course includes Wilderness Medical Associates (WMA) Adult CPR. Requires-Minimum age: 18 (ages 16 & 17 may participate with written parental permission). |

WILDERNESS FIRST AID AND FIRST RESPONDER BRYANT POND, ME

CONTACT: NICOLE.M.NELSON@MAINE.EDU

| Name | Start | End | Cost | Room/Board | Details |
|-------------------------|--------------------|--------------------|--------|-------------------|--|
| Wilderness First Aid | Jun 16, 2022 | Jun 17, 2022 | 250.00 | email for details | The majority of the course will be taught outside, so be prepared for the weather. Upon successful completion of the written exams and skills assessments, participants will receive the Red Cross Adult & Child CPR/AED and the Red Cross Wilderness and Remote First Aid certificates. https://www.ultracamp.com/info/sessiondetail.aspx?idCamp=856&idSession=358948 |
| Wilderness First Aid | Jun 13, 2022 | Jun 14, 2022 | 250.00 | email for details | The majority of the course will be taught outside, so be prepared for the weather. Upon successful completion of the written exams and skills assessments, participants will receive the Red Cross Adult & Child CPR/AED and the Red Cross Wilderness and Remote First Aid certificates. Registration Link: https://www.ultrac amp.com/info/sessionde tail.aspx?idCamp=856&i dSession=358935 |

WILDERNESS FIRST AID AND FIRST RESPONDER FAYETTE, ME

CONTACT: ANDY@CAMPWINNEBAGO.COM

| Name | Start | End | Cost | Room/Board | Details |
|-------------------------|--------------------|--------------------|-------|-------------------|--|
| WFA | Jun 13, 2022 | Jun 14, 2002 | \$175 | email for details | Call Andy at 207-767- 1019 with questions/to enroll |
| Wilderness First Aid | Jun 12, 2022 | Jun 13, 2022 | \$175 | email for details | Call Andy at 207- 767- 1019 with questions/to enroll |

WILDERNESS FIRST AID AND FIRST RESPONDER MILLONOCKET, ME

CONTACT: AMANDA@SHESUMMITSCO.COM

| Name | Start | End | Cost | Room/Board | Details |
|----------------------------------|-------------------|----------------|--------|---------------------------|---|
| Wilderness First Responder | Jun 2, 2022 | Jun 6, 2022 | 500.00 | Food and lodging included | This is a WMA Hybrid WFR with 30+ hours of pre-course online module work before the class. Outdoor WFR at Big Eddy Campground in Millinocket. |
| | | | | | It will be female-oriented and female led course. We have approximately 6 spots left; this is part of our staff training as well. |

WILDERNESS FIRST AID AND FIRST RESPONDER RAYMOND, ME

CONTACT: MANDER@CAMPAGAWAM.ORG

| Name | Start | End | Cost | Room/Board | Details |
|--|--------------------|--------------------|--|-------------------|--|
| Wilderness First Aid and (Wilderness First Responder recertification) | Jun 10, 2022 | Jun 11, 2022 | \$215 resident / \$195 commuter | email for details | This course is being taught by SOLO. Participants can also get CPR certification for an additional \$45 which requires additional time at the end of the first day of the course. Only current SOLO WFRs will be able to recertify through a SOLO Wilderness First Aid course. |