

# Camp Bowman Leader's Guide

## 2023



## **Welcome to Beautiful Camp Bowman at Goshen Scout Reservation!**

We are excited to host your unit for a wonderful week at Camp Bowman!

To assist you in pre-camp preparations, as well as your stay at camp, we have assembled this guide to help you become better acquainted with Bowman and all our program opportunities. We have also included printouts that will be helpful on your arrival and throughout your week here at Bowman.

If you have any questions about the contents of this guide or your week at Bowman, please contact us directly at [camp.bowman@gotogoshen.org](mailto:camp.bowman@gotogoshen.org). For our returning units, please carefully review this guide; there is plenty of new information regarding changes to schedules, policies, and procedures for the 2023 camping season.

We sincerely appreciate the continued support and leadership of the adult leaders in Scouting. We thank you for your service to the scouts and our program. We, the Staff, cannot do what we do without you. Thank you for taking the time to read through this guide; we look forward to seeing you and your scouts this summer!

Yours in Scouting,

Avery Tarwater  
Bowman Camp Director  
They/She

### **What is in this packet (by page number):**

- 3.** Pre-Camp Communication Overview
- 4.** Sunday Schedule and Pre-Camp Swim Checks
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## Pre-Camp Communication Overview:

**Two weeks before camp:** You will receive a copy of our **E-Check-In Form** via email, which will need to be **completed and submitted to the facilities team at [camp.bowman@gotogoshen.org](mailto:camp.bowman@gotogoshen.org) one week before your arrival at camp.** The format is an Excel spreadsheet with fields for each unit to complete. This information is **critical** for your unit's stay at camp and will make the orientation and camp set-up process significantly easier upon your arrival. Failure to complete your unit's E-Check-In by the requested deadline will severely impact our ability to properly prepare for your arrival at camp.

For the patrol breakdown, please be prepared with:

- **Updated unit contact information** - Sometimes the unit leader in charge at camp is different from the leader that registered for camp. We need to have the most accurate information possible, so please let us know the unit's best contact details (e.g.: name, email, phone, etc.)
- **Number of patrols** coming to camp
- **Patrol names** (including the adult's patrol if adults are cooking separately from scouts - these will be the names used for food pickup)
- **Number of scouts in each patrol** (we recommend patrol sizes of 8 scouts)
- **Number of adults in the adult patrol**
- **Number of people eating** in each patrol (Useful if an adult is eating with scout patrol)
- **Food and allergy concerns** - This is **vital** for our food service staff to know before your arrival. Changes to meals can take up to a day to process as orders are prepared well in advance. It also may be a good idea to provide some of your own food to supplement your dietary requirements at camp. Personal food can be stored with the food service staff and non-perishables can be stored at site bearbox.
- **Number of individuals participating in Swim Checks at Camp** - Swim checks are only required for youth and adult leaders participating in the aquatics program. We encourage all units to limit those taking the swim test to those interested in participating in Aquatics related activities. While still an option, **pre-camp swim checks are no longer encouraged.** \*see Pre-Camp Swim Check Form in the Downloads section.
  - (If still interested in pre-camp swim checks, Submit a scan or pic of the Pre-Camp Swim Check Form and Certifying Instructors Qualifications to [camp.bowman@gotogoshen.org](mailto:camp.bowman@gotogoshen.org) bring paperwork to camp for review by the Waterfront Director and Merit Badge Counselors.)
- **Campsite preference** - Please include, even if you entered this in your online registration.

### ~3-4 days before camp:

We will contact The Registrant to confirm the above information, to check in on your troop, and answer any questions.

- We will go over your E-Check-In together to see if anything has changed

**~10:30-11:00am on your arrival day at camp, text the Bowman Admin phone number to confirm your arrival time.** (Not necessary if riding the camp bus, but a text will help us keep updated if possible.) Bowman Admin phone number will be provided on the Bowman webpage. If we do not hear from you, we will attempt to call or text you to confirm your arrival time.

**We will call the contact information provided on the E-Check-In. Please answer your phone and respond to any voicemails in the lead up to your week at camp.** If you have any other questions, please contact us at [camp.bowman@gotogoshen.org](mailto:camp.bowman@gotogoshen.org) and we will respond as soon as possible.

## Sunday Schedule Camp Bowman

Time	Event	Location	Notes
11am	Confirm Arrival Time	In transit	Call or text Bowman Admin phone provided on E-Check-In
12-1pm	Arrival at Bowman	Parking Lot	Site-guides will greet you, Scout Leader check-in at Admin immediately
1:00-4:00pm	Medical Checks	Handicraft	Open Med-Checks, see arrival day info notes
12:00-5:30pm	Tour	Quartermaster	Test stoves by 5pm Sunday so Monday breakfast is not delayed
1:30-5:00 pm	Swim Checks	Waterfront	Times will be assigned, Med-Checks must be completed <b>before</b> swim checks
6:00 pm	Dinner	Commissary	Buffet Style, food will be prepared and provided by Staff
7:15 pm	Leader's Meeting	Handicraft	Send at least one adult leader from your unit
7:00 pm	Bowman Brigade Meet-Up	Bow Brig.	Merit Badges will be selected on arrival
7:00 pm	Mile-Swim Training	Waterfront	Bring your Field uniform and change of clothes
8:10 pm	Flag Ceremonies	Parade Field	Field uniform. Rules of camp will be explained
After Flags	Opening Campfire	Campfire Hill	Make sure your unit sticks together on the walk back
10:30 pm	Reservation Quiet Hours	In Campsites	Lights out and quiet for all scouts

### Pre-Camp Swim Checks

Pre-Camp Swim Checks are no longer encouraged by the Bowman Staff. We aim to run, above all else, a **safe** waterfront. The Aquatics Staff must have first-hand knowledge of the Swimming Ability of all Scouts and Adult Leaders who enter the area. Swim Checks not completed by the Bowman Aquatics Staff leaves a blind spot in our guarding ability. At Camp Swim Checks are by no means mandatory, but strongly encouraged. Please note that swim checks are not mandatory for all participants at camp, they are only mandatory for those who are:

- Taking Aquatics Merit Badges/Trainings
- Planning to attend Open Boating or Open Swim
- Planning to participate in the Mile Swim

## Bowman Personal Resource Questionnaire

Camp Bowman wants to make use of our wonderful, talented and helpful adult leaders! Please fill out the following to let us know how you could help make this week even more special for the scouts! This form tells us what experiences you have that can be shared to benefit the scouts and the staff.

Name \_\_\_\_\_

Unit Number \_\_\_\_\_ Site Number \_\_\_\_\_ Phone Number \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Are you willing to talk to staff/scouts about your interests? Yes / No

List any merit badges you are a counselor for:

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Do you have any Lifeguarding or Professional Rescuer experience? (Time as a lifeguard, BSA Swim & Water Rescue, American Red Cross Certifications...)

Yes\_\_ No\_\_

Please Describe any Lifeguarding or Pro Rescuer experience you have.

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Please List any Hobbies or Professional Experience you feel could be valuable to our camp

Hobby/Profession #1:

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Hobby/Profession #2:

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Hobby/Profession #3:

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## Program Offerings

At Camp Bowman we offer an engaging, informative, safe, and fun program for our campers. Accompanying this guide, you will find our program schedule. We have many activities that happen during the 7:00 pm program time on Monday, Wednesday, and Thursday; during 1:00pm Siesta; and other times throughout the week. Some of these evening and siesta activities change from week to week, therefore **an updated schedule will be available to you upon arrival at camp.** Accompanying this leader guide is a schedule of merit badge classes and activities that you can use to plan each individual's schedule for the week.

The 2023 Program Schedule is available for download here:  
[www.gotogoshen.org/bowman/#downloads](http://www.gotogoshen.org/bowman/#downloads)

For further details on our Venturing, Bowman Brigade, and Goshen Vets Programs, please see the Scouts BSA Program Guide, also available in the Downloads section. Please note that all schedules in this guide and on the GoToGoshen website are subject to change. Any changes will be outlined upon your arrival at camp.

Below is an overview of the Camp Bowman six-day program schedule. Our merit badge program begins Monday at 9:00 AM and lasts until Friday at 11:50 AM. Some merit badges have multiple sections (A, B, C); there is no difference in the activities completed, they are just scheduled at different times to accommodate more scouts.

### **Morning Courses** (courses between 9:00 AM and 11:50 AM)

- Monday-Friday -5 sessions total -Tend to be more intensive merit badges

### **Afternoon Courses** (courses between 2:00 PM and 4:50 PM)

- Monday-Thursday -4 sessions total -Tend to be less intensive merit badges

### **Evening Time Slots – Monday, Wednesday & Thursday Only** (7:00 PM to 8:00 PM)

**Shooting Sports:** Open Shoot for Rifle, Shotgun and Archery

### **Aquatics:**

- Open Boating at Aquatics (not available on Thursday evening due to Mile-Swim across the lake)
- Mile-Swim Award at Aquatics (starts **Sunday** at 7pm to meet the training requirements for the award)
- Safe Swim Defense and Safety Afloat Leader Trainings (Monday and Wednesday)

### **Handicraft:**

- Art Merit Badge
- Open Crafting (Scouts can work on any arts and crafts project they like!)

**Scoutcraft:**

- Totin' Chip (Bow Brigade, Monday and Thursday only),
- Wilderness Survival Overnighter (Wednesday)

**Culture Craft:** Open Chess

**All Areas:** Merit Badge Make-Up Time – if scouts need more time to work on requirements, best to arrange with individual instructors/counselors

-Merit Badge Extension and Enrichment – instructors are available to build upon and enhance the skills and knowledge acquired in merit badge sessions. During classes instructors & scouts may discuss and suggest topics and projects to explore during this time period.

**A note on Shooting Sports Merit Badges:**

When scouts are signed up for shooting sports merit badges (Rifle, Archery, Shotgun) **they are signed up for a session in the morning and in the afternoon.** Rifle A, Archery A, and Shotgun A run 9:00 AM- 9:50 AM and 2:00 PM- 2:50 PM. Rifle B, Archery B, and Shotgun B run 10:00 AM- 10:50 AM and 3:00 PM to 3:50 PM. The splitting of Shooting Sports merit badges between morning and afternoon is to ensure every scout gets equal opportunities to shoot throughout the day.

## Supplemental Schedule - Extracurricular activities for scouts and leaders

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
<b>6:00 AM</b>							Pick Up Meds & Forms 7:00am	
<b>7:00 AM</b>								
<b>8:00 AM</b>								
<b>9:00 AM</b>	Leaders Meeting- Admin- (9:15 am)							
<b>10:00 AM</b>								
<b>11:00 AM</b>								
<b>12:00 PM</b>								
<b>1:00 PM</b>			Forester Visit-Nature- (1:00pm)	Geology Hike (1:30)	5 Mile Hike -Bowman Brigade Area- (1:00pm)			
		SPL Meeting -Goshen Vets Area- (1:00pm)						
<b>2:00 PM</b>						SM/SPL Shooting Competition (2:00pm) Aqua Carnival (2:00pm)		
<b>3:00 PM</b>	Open Swim/Open Boat (3-5pm)							
<b>4:00 PM</b>								
<b>5:00 PM</b>								
<b>6:00 PM</b>						Tear down / Pack-up (12:00pm onward) Flags @ 8pm		
<b>7:00 PM</b>	Intro Leader's Meeting -Handi- (7pm)	Safe Swim Defense & Safety Afloat -Aqua- (7pm)	Camp-wide Event	Wilderness Overnighter -Scoutcraft- (7:00 pm)	Mile Swim -Aqua- (7:00 PM)			
<b>8:00 PM</b>	Flag Lowering & Announcements (8:30pm Mon-Thurs)							
	Flags and Opening Campfire 8:10pm	Astro Hike -Parade Field- 9:00pm				Bowman Brigade Fire (optional)	Closing Campfire 8:10pm	



## Facilities Considerations

Camp Bowman offers all tools necessary to participate fully in our Patrol Cooking program. We also have a variety of tools which may be utilized at any point for the improvement of your campsite or Bowman as a whole.

### Equipment Provided for Each Patrol

- Cook Sets
  - Spoon/Ladle
  - Meat Fork
  - Tongs
  - Large Frying pan
  - Medium Frying Pan
  - Metal Pliers (for Pan)
  - Large Pot
  - Medium Pot
  - Small Pot
  - 3 Metal Plates
  - A Measuring Cup
  - A Cutting Board
  - Spatula
  - Large Knife
  - Paring Knife
  - Utensil Cover
- Camp Stove (and hose)
- Propane
- 3 Wash Bins
- Latrine Cleaning Buckets/Scrub Brush

### Equipment Available at the Quartermaster

- Dutch Ovens
- Cast Iron Pans
- Shovels (Long/Short Handle)
- Pick Axes
- Half Axes
- Logging Ax
- Hatchets
- Digging Bars
- Post Hole Diggers
- Weed Whips
- Pack Baskets
- Leaf Rakes
- Level Head Rakes
- Brooms
- Saw
- Bow Saw
- Chain Saw
- Circular Saw
- 10lbs Sledge Hammer
- Maul
- Loppers
- Shears
- Hoes
- Battery Powered Drill
- Battery Powered Impact Driver
- Battery Powered Circular Saw
- Nail Gun
- Hammers
- Paint Rollers
- Paint Brushes

# Campsite Inspection Criteria

## 1. Tents

- a. Ensure flaps are *uniform* throughout patrol site. Open *or* closed.
  - i. Tents will be inspected regardless of flap position.
- b. Tents must be neat and *orderly*. Keep in mind trash in and around tent.
- c. *Clear walkway* between the cots must be present to ensure ability to quickly exit. **No trash or food in tent.**

## 2. Safety

- a. Axe yard must be *clearly marked* and a safe distance from patrol site.
- b. Food should not be left out unsupervised as it attracts unwanted animals.
- c. Ensure any clothes lines are at a *safe height (5ft)* and out of walking paths.
- d. Propane tank must be **turned off**.
- e. Tools must not be laying on the ground.
- f. Fires require supervision at all times and should be put out after use.
- g. Unauthorized cars in sites are not permitted.

## 3. Camp Improvements

- a. Use scouting skills to create pioneering projects that look interesting and have practical applications
- b. Start the week out doing smaller projects (clothes lines, ax yards, tool racks, trash bag tripods, etc.) and keep building more and bigger improvements throughout the week (such as flag poles, gates, or even towers) \*Build safely with no climbing above 5ft.\* c. Must have approval for permanent improvements.

## 4. Fire Guard

- a. "Fireguard" sheet must be posted on latrine or message board in plain sight.
- b. Daily slot is filled out with name of designated fire warden.
  - i. Designate a fire warden for each day at the beginning of the week and fill in the fireguard sheet accordingly on the first day.
- c. The designated fire warden should sign their initials on the "Equipment Check" box on their **designated day** signifying they are taking responsibility from the previous fireguard.
  - i. Make sure fire bucket is full of water by the latrine.
  - ii. Fill and **overflow** fire bucket daily to prevent mosquito population growth.

## 5. Chuck Boxes and Cooking Area

- a. All stoves must be clean.
- b. Cookware should be clean and stored in chuck boxes.
- c. Edible items (food, condiments, seasonings, & cooking oil) must be kept in the bear boxes.
- d. Any unused perishable food items that may go bad should be thrown away after each meal.
- e. Dispose of wash-bin water by pouring it into the latrine. Dispose of the rinse-bin and sanitize-bin water by pouring it down the sink.

## 6. Latrine

- a. Latrine should be washed daily, with toilet lids being left closed.
- b. No toilet paper or trash should be on the ground in or around the latrine.
- c. Wash rack should be *clean* and personal items should not be left out.
- d. Disconnect any water hoses from the faucet after use.

## 7. Overall Appearance/Trash and Tails

- a. Sites & trails leading to and from should be clean & tidy with no trash on the ground.
- b. Remove all trash after every meal and after any evening snacks/desserts. **Trash should be taken to dumpster a minimum of three times a day.**
- c. **All food should be in the bearbox or removed from the site**

# Camp Adventure Award

Unit #: \_\_\_\_\_ Site: \_\_\_\_\_

This award is a flag ribbon presented to elite units who have gone the extra-mile to participate in the overall camp program. Each unit has the opportunity to bring home the Camp Adventure Award.

To “go the extra mile” units must do the following:

Each patrol in the unit must participate in at least six of the following activities:

- a. Polar Bear Swim
- b. Water Carnival
- c. Forester Visit
- d. Astronomy Hike
- e. Camp-Wide Event
- f. Troop Shoot
- g. Open Boating
- h. Pirates’ Breakfast
- i. Hike a Goshen peak

At least one patrol volunteers to serve as the flag lowering crew or shower house cleaning crew

Present a cheer during a flag ceremony

The Senior Patrol Leader attends each SPL meeting

The unit achieves one site inspection score during the week above 40

Each scout in the unit has accomplishes at least one of the following:

- a. Earns a merit badge/participates in Goshen Vets
- b. Advances in swim classification
- c. Advances in rank

At least 75% of the scouts in your unit participate in a conservation or service project

## Certification Signatures

Scoutmaster: \_\_\_\_\_ Senior Patrol Leader: \_\_\_\_\_ Admin Staff: \_\_\_\_\_



## Extra Special Scouter Award

Scouter name: \_\_\_\_\_ Unit #: \_\_\_\_\_ Site: \_\_\_\_\_

In order to be recognized as an Extra Special Scouter, you must do six of the following items:

- \_\_\_\_\_ Adult Leader Service Project (arrange with Commissioners)
- \_\_\_\_\_ Instructional Swim volunteer
- \_\_\_\_\_ Bowman Brigade 5-Mile Hike volunteer
- \_\_\_\_\_ Astronomy Hike volunteer chaperone
- \_\_\_\_\_ Perform a song at an evening flag ceremony
- \_\_\_\_\_ Best Bribe to a Commissioner
- \_\_\_\_\_ SM/SPL Shooting Competition
- \_\_\_\_\_ Volunteer with Goshen Vets (arrange with Vets Director)
- \_\_\_\_\_ Complete Safety Afloat and Safe Swim Defense Training
- \_\_\_\_\_ Wilderness Survival Overnighter volunteer chaperone

All items must be signed off by someone on the Administration team or by an Area Director

# Leader Evaluation of Camp Bowman

Name and position: \_\_\_\_\_ Unit #: \_\_\_\_ Week in Camp: \_\_\_\_ Site: \_\_\_\_

Quality of your site: \_\_\_\_\_

Your Site Guides' names: \_\_\_\_\_

Please circle the number that best matches your experience using the following scale:	Strongly Disagree	Disagree	Slightly Disagree	Neutral	Slightly Agree	Agree	Strongly Agree
	1	2	3	4	5	6	7
Site guides were knowledgeable, friendly & helpful	1	2	3	4	5	6	7
Site guides responded to our requests	1	2	3	4	5	6	7
Effective Sunday orientation and check-in	1	2	3	4	5	6	7
A site guide visited & talked to SPL & leaders		M	Tu	W	Th	F	

Quality and quantity of food: \_\_\_\_\_

Which staff members should be noted for their excellent performance? (Please note in which area they work): \_\_\_\_\_

Did any staff members not meet your expectations? If so, why? \_\_\_\_\_

Please provide us specific feedback (positive or constructive) on the following areas:

Trading Post: \_\_\_\_\_

Quartermaster: \_\_\_\_\_

Aquatics: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bowman Brigade: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Culture Craft: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Goshen Vets: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Handicraft: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nature: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Scoutcraft: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Shooting Sports: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other facilities: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Experience of the younger scouts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Experience of the older scouts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you wish to provide any further feedback, please feel free to attach a separate page to this evaluation or send an email to [camp.bowman@gotogoshen.org](mailto:camp.bowman@gotogoshen.org).