



Special Notice

Youth Conference Counselors

It is more important than ever before that all youth counselors take an active role in watching youth from their congregations, and specifically youth assigned to their sleeping rooms. It is critical that counselors take greater responsibility for knowing the whereabouts of their youth and ensuring their appropriate behavior and dress to ensure a safe and orderly Tennessee State Youth Conference.

A security crew will be on the premises at all times. Restricted areas, such as the swimming pool, will be monitored and conference youth will be prohibited from entering these areas. However, it is the responsibility of all counselors to be aware of their youth's activities.

We ask the help of all counselors in this regard. Please review the Counselor Guidelines and sign your acknowledgement of this notice. Return this form along with all other registration materials for your congregation.

Counselor's Signature

Congregation

Counselor Guidelines

1. Counselors should be assigned direct responsibility (including sleeping room accommodations) for a **maximum of three youth**.
2. Counselors must be a minimum of **25 years old**.
3. **Male counselors must supervise male youth; female counselors must supervise female youth.**
4. Counselors are required to abide by and enforce the Youth Conference rules.
5. Counselors should ensure all Youth Conference rules are read and explained to members of their respective congregations before departing for the Youth Conference.
6. Counselors should review the Youth Checklist with all youth they are assigned direct responsibility for.
7. Counselors should brief all youth they are assigned direct responsibility for regarding destruction of hotel property or personal property of other individuals. Any damages incurred are the responsibility of the youth's congregation and/or parents/guardians.
8. Counselors must report to any Security staff any observed misconduct of any youth who are not conducting themselves in a Christian-like manner.
9. Counselors must know the whereabouts of their assigned youth at all times.
10. At least one counselor must accompany any youth leaving the conference facility.
11. Counselors should have a general knowledge of the layout of the conference facility.
12. Counselors should be familiar with the medical history or special conditions of any youth they are assigned direct responsibility for, and a copy of each youth's medical release form should be maintained.
13. Counselors should review the injury/illness policy with all youth they are assigned direct responsibility for:
 - Youth must report any injury or illness to their assigned counselor.
 - The counselor must report the injury or illness to any hosting member of the Security Crew or Medical Committee as soon as possible for treatment.
 - Counselors should be aware of where the First Aid facilities are located.
14. Counselors should know where the Lost and Found area is located.
15. Counselors should double-check their assigned sleeping rooms before departure to ensure all items are packed and not left behind.