



## PENNSYLVANIA ENVIROTHON

702 West Pitt Street, Suite 3

Bedford, Pennsylvania 15522

Phone: (814) 310-3271

Email: [lsteach@envirothonpa.org](mailto:lsteach@envirothonpa.org)

Web site: [www.envirothonpa.org](http://www.envirothonpa.org)

February 1, 2018

Dear Friends of the Envirothon:

### Would you like to:

- Support Pennsylvania's Youth?
- Share your expertise with hundreds of students committed to conserving our natural resources?
- Inspire and motivate others in conservation, preservation, and overall environmental awareness and stewardship?
- Experience the Natural Challenge of the Envirothon?
- Have fun while doing all of the above?

The Pennsylvania Envirothon is seeking volunteers to help us fulfill our mission to educate high school students in natural resources and environmental sciences. What better way to ensure that Envirothon students receive a quality natural resource education than by investing your time and talent? **Please join us as a Volunteer at the 2018 Pennsylvania Envirothon state competition.**

### We need individuals to serve as:

- Oral Presentation Component Judges
- Presentation Room Timers
- Team Buddies
- Station Travel Officials
- Discovering Energy Station Assistants
- Food Service Volunteers
- Oral Component Scorers

The Pennsylvania Envirothon is a conservation district led natural resource program for high schools students. We invite all conservation district staff and directors, natural resource and environmental agency and organization partners, sponsor representatives, and others who want to join the volunteer team to sign up today. We have a volunteer position for everyone!

The 2018 Pennsylvania Envirothon is being held on Tuesday and Wednesday, May 22 and 23. The host site for this year's event is Susquehanna University and Camp Mount Luther.

Envirothon Volunteer Registration must be completed **online** by visiting the [Pennsylvania Envirothon's Registration](#) page. We look forward to receiving your commitment.

Sincerely,

*Pennsylvania Envirothon  
Board of Directors*

**2018 PENNSYLVANIA ENVIROTHON  
VOLUNTEER INFORMATION PACKET  
MAY 22 AND 23, 2018**

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## Volunteer Registration, Deadlines, and Submission Information

**Volunteer Registration is due April 6.** You will be notified by April 27 with your volunteer assignment(s).

**ALL Volunteers must complete the following forms and information:**

- Volunteer Commitment – Online registration Pennsylvania Envirothon website, click [Registration](#).
- Volunteer Certifications (PSP Criminal History and Child Abuse History Clearances) – upload copies with your online registration
- Exemption from FBI Clearance form (found on PA Envirothon website – Registration) – upload copy with your online registration
- Adult Release Form – Please complete this form and either email it to Pennsylvania Envirothon Executive Director, Lorelle Steach, at [lsteach@envirothonpa.org](mailto:lsteach@envirothonpa.org) or turn it in at Event Registration

On campus lodging is available for all volunteers, if requested. Fees for lodging are:

- Volunteer not staying on campus – No fee
- Volunteer staying on campus in single room - \$85
- Volunteer staying on campus in double room - \$75
- Volunteer staying on campus two nights with early arrival on Monday - \$125

FYI- we are now accepting Credit Card payments.

For more information, contact:

Lorelle Steach  
Pennsylvania Envirothon  
702 West Pitt St., Suite 3  
Bedford, PA 15522  
PH: (814) 310-3271  
Email: [lsteach@envirothonpa.org](mailto:lsteach@envirothonpa.org)

## Volunteer Responsibilities for the Pennsylvania Envirothon

The volunteer positions are listed below along with a general description of responsibilities. In addition, time commitment required for each position is noted.

### TUESDAY VOLUNTEERS – May 22, 2018

**Oral Component Judge** – As a judge you will receive a copy of the problem scenario and a copy of the same resource material the students receive. You will receive this information about two weeks prior to the event. At the event and upon reporting for the mandatory judges training, you will receive an overview of the Oral Component, you will be grouped into a five person judging team, and you will receive training on how to be a judge for the event. Members of the PA Envirothon Board will review your role as a judge, review the problem scenario the students received, review the score sheet and how to use it. They will also go over what types of questions the judges should be asking the students.

Listed below are some of the particulars of what and how the event will occur.

- The teams will have a timed 20-minute oral component session.
- The team may use up to 10 minutes for its presentation to the judges.
- The judges will then ask questions for the remaining allotted time.
- The team will be judged and scored on their knowledge, presentation skills, and reaction to the questions.

Time commitment – A mandatory training is required for this position. Training begins promptly at 10:00 a.m. It is recommended that you report by 9:50 a.m. and prepare to stay until 6:00 p.m.

**Presentation Room Timer** – At the event and upon reporting for presentation room timer training you will receive an overview of the oral component and the problem scenario the students received. You will also receive training and instructions on your duties from PA Envirothon Board members.

Listed below are some of the particulars of your duties and schedule of events.

- You will be assigned to a presentation room and will be the person in charge of such room.
- You will run the clock and start and stop the teams during their presentations.
- You will make sure the judges complete ALL of the required information on their score sheets.
- You will collect the score sheets.

Time commitment – It is recommended that you report by 10:45 a.m. and prepare to stay until 6:00 p.m.

**Team Buddy** – At the event and upon reporting for oral component team buddy training, you will receive an overview of the oral component and be assigned to oversee specific teams through their preparation period. You will receive training and instructions on your duties from PA Envirothon Board members.

Listed below are some of the particulars of your duties and schedule of events:

- You will be asked to assist with checking in teams, directing and escorting them to the correct room/building for preparation and presentation.
- You will serve as the team's prep room monitor.
- At the end of the one-hour prep time you will escort the team to its presentation room.
- Once the team is delivered to its assigned presentation room, you will report to Oral Component Registration and collect another team to start the process again.
- Team buddies should bring along a book, magazine, something to keep busy and occupy time.
- You will review the oral component rules and regulations with each team.

Time commitment – It is recommended that you report by 10:30 a.m. and prepare to stay until 5:00 p.m.

**\*All Tuesday** volunteers should report for orientation and instruction at their designated time to the registration area located in the SU Degenstein Center. **PLEASE BE ON TIME.** Lunch is provided for all volunteers.

## **WEDNESDAY VOLUNTEERS – May 23, 2018**

**Station Travel Official** – At the station testing, you will receive instructions from PA Envirothon Board members. As a station travel official you will be responsible for a group of teams. You will move them from station to station; accompany team members to restroom; monitor the group for any inconsistencies; etc. This responsibility requires a lot of walking with some hills to maneuver.

Time commitment – It is recommended that you report by 8:00 a.m. and prepare to stay until 4:30 p.m.

**Discovering Energy Station Assistant** – You will receive instructions from PA Envirothon Board members and the Discovering Energy Station presenter. As a station assistant you will be responsible to assist the station presenter as needed in order to keep the station to its allotted time of 35-minutes. This year's station will be a hands-on solar energy activity. The station presenter will provide you with specific instructions upon your arrival.

Time commitment – It is recommended that you report by 8:00 a.m. and prepare to stay until 4:30 p.m.

**Food Service Volunteer** – You will receive instructions from PA Envirothon Board members. As food service volunteers, you will be responsible to assist with the delivery of coffee, water, and lunch for all participants to all stations. You will also assist in setting up an afternoon snack for the participants. This will require some lifting and walking. Volunteers must be able to lift/carry up to 40 lbs.

Time commitment – It is recommended that you report by 7:30 a.m. and prepare to stay until 4:30 p.m.

**Oral Component Scorer** – You will receive instructions from PA Envirothon Board members. As oral component scorers, you will be responsible to assist with tabulating the oral presentation scores from Tuesday's team presentations. This will require sitting, tabulating scores from the score sheets, and double checking math.

Time commitment – It is recommended that you report by 8:30 a.m. and prepare to stay until 1:30 p.m.

**\*All Wednesday** volunteers should report for instruction at their designated time to the command center/registration tent located next to the Camp Mount Luther Evergreen Center.

**PLEASE BE ON TIME.** Lunch is provided for all volunteers.

## Pennsylvania Volunteer Certifications

### General Information

According to the Pennsylvania Department of Human Services, certification for volunteer requirement begins August 25, 2015 and must be renewed every 60 months.

- Adult Volunteers are defined as:
  - Being responsible for the welfare of children; or
  - Having direct volunteer contact with children (care, supervision, guidance or control to children AND routine interaction)
- Must obtain Pennsylvania State Police Criminal History and Child Abuse History Certifications
- FBI Federal Criminal History Certification not required as long as:
  - Position is unpaid
  - PA resident continuously for the past 10 years
  - Signs a disclaimer affirming no charges in other states that would prohibit selections as a volunteer

**Pennsylvania Envirothon Volunteers** include, but are not limited to the following: team advisors, coaches, and chaperones, staff, and event volunteers.

Copies of the following certifications must be submitted to the Pennsylvania Envirothon when registering as an Envirothon volunteer.

- [Pennsylvania State Police Criminal History Clearance](#)
- [Child Abuse History Clearance](#)
- FBI Background Check Exemption, if qualified.
  - Volunteer qualifies if he/she has been a resident of the Commonwealth of PA for the entirety of the previous 10 years AND has never been convicted of a disqualifying offense.
- FBI Federal Criminal History Clearance
  - Only required if the volunteer does not qualify for Exemption from FBI Background Check
    - Cost: \$27.50
    - Can be obtained at [identogo.com](http://identogo.com)

When assisting with the Pennsylvania Envirothon, certifications must be less than one (1) year old and must be renewed every 60 months from the date on your oldest certification. The applicant or employee is responsible for paying any cost associated with obtaining the certifications. Please black out social security numbers if they are displayed on any of the forms.

Further information on how to obtain clearances can be found at [Keep Kids Safe](#)

## Packing List – What do I need to bring to the Envirothon?

**Packing List (if staying at the Susquehanna University) – Every effort has been made to provide you with a packing list; however, individual needs/preferences should be considered.**

- ✓ The following LINENS are provided: 2 towels, a washcloth, two sheets, a blanket, and a pillowcase. (Pillows are NOT included.)
- ✓ Students/Advisors/Chaperones/Volunteers should bring following items.
  - \_\_\_Pillow
  - \_\_\_Alarm clock
  - \_\_\_Personal clothing items
  - \_\_\_Comfortable shoes
  - \_\_\_Rain gear
  - \_\_\_County shirt to be worn on Wednesday (if available)
  - \_\_\_Sleepwear (bring robe)
  - \_\_\_Toothbrush, toothpaste and other personal hygiene items
  - \_\_\_Prescribed medications (in prescription bottle)

***\*\*Please be prepared and bring the appropriate clothing, jackets, footwear, etc.\*\****

## Off Campus Lodging Information and Directions

### Hotel accommodations in the Selinsgrove Area

Comfort Inn	Routes 11 & 15, Selinsgrove	(570) 374-8880
Econo Lodge	Routes 11 & 15, Shamokin Dam	(570) 743-1111
Hampton Inn	3 Stetler Ave., Routes 11 & 15, Shamokin Dan	(570) 743-2223
Holiday Inn Express	Routes 11 & 15, Selinsgrove	(570) 743-9275
Selinsgrove Inn	Market Street, Selinsgrove	(570) 374-4100

There is a variety of eating establishments along Routes 11 & 15.

*This information is provided without any implied endorsement from the Pennsylvania Envirothon.*

## Directions to Susquehanna University – Tuesday, May 22 events

### Susquehanna University

Directions and information may be found by visiting the [Susquehanna University](#) website:

Susquehanna University  
514 University Avenue  
Selinsgrove, PA 17870-1164  
PH: 570-372-4354

## Directions to Camp Mount Luther – Wednesday, May 23 events

### Camp Mount Luther

Directions and information may be found by visiting the [Camp Mount Luther's](#) website:

Camp Mount Luther  
225 Mount Luther Lane  
Mifflinburg, PA 17844

### Directions

Camp Mount Luther is located in central Pennsylvania in Union County near Mifflinburg, Pennsylvania. We are about 15 miles from Lewisburg and about 45 miles from State College, midway between Mifflinburg and Hartleton. The camp is north of Route 45.

**From the north** (Williamsport and I-80), follow Route 15 South to Lewisburg and turn west on Route 45, and continue through Mifflinburg on Route 45. Continue on Route 45 W until you come to Christ's United Lutheran Church (about 3.5 miles outside of Mifflinburg) which will be on your left. Follow the directions below.

**From the south**, follow Route 15 to about 4 miles beyond Liverpool. Turn Left on Route 104 North and continue to Middleburg and then Mifflinburg. Turn west onto Route 45 at Mifflinburg and go about three miles until you come to Christ's United Lutheran. Follow the directions below.

**From the west**, follow Route 45 from State College through Hartleton. Continue on Route 45 E until you come to Christ's United Lutheran Church, which will be on your right.

**From Susquehanna University** - Start out going west on University Avenue toward W. Pine Street. Turn left onto Route 522/US-522S. Continue to follow US-522S approximately 9 miles. At the intersection of US-522 and PA-104 stay straight to go onto PA-104N/N. Main Street. Continue to follow PA-104 for approximately 9 miles. At the intersection of PA-104 and PA-45, turn left onto Chestnut St/PA-45 and continue to follow PA-45 west until you come to Christ's United Lutheran Church, which will be on your left. Follow the directions below.

### From Christ's United Lutheran Church

If traveling on Route 45 West, you will turn right onto Pleasant Grove Road at the church. If traveling east, you will turn left onto Pleasant Grove Road. Look for the street signs. There are red and white signs with directional arrows for Camp Mount Luther from the Lutheran Church all the way back to the camp. You will stay on Pleasant Grove Road until you come to Moll Road. There, you will take a left (again, there is a red and white sign at this "Y" in the road.) The camp is about 2.6 miles from Route 45.