



Hog Island Instructor Guide

General Camp Guidelines

Instructors should look and act professionally at all times. Instructors should refrain from discussing personal or medical details about individual campers. You should consider all conversations on Hog Island as public, as we don't have many personal spaces. Even in staff housing, the walls are thin and campers can overhear conversations if standing directly outside. National Audubon Society strives to create an inclusive environment and treat everyone equal regardless of race, gender, class, culture, religion, sexuality or politics. Hog Island is not an environment to bring up personal political conversations and we hope you will steer camper conversations to more nature and bird related themes.

Chain of Command

The program director is responsible for creating the week's program schedule. They should be your first contact for any questions or needs.

The program manager is responsible for any program logistics, camper concerns, registration, surveys, rosters, marketing, website, social media, printed publications, scholarships, and medical concerns. The program manager will work directly with the program directors to create schedules, hire staff, and make contracts.

The facilities manager is responsible for the island facilities, kitchen staff, and boat operations. All kitchen concerns should be taken to the facilities manager.

The FOHI coordinator manages housekeeping and kitchen volunteers.

The Camp director oversees the program manager, facilities manager and program directors. (Not always on site during session)

Before arriving at camp

Please sign and email in all paperwork by the deadline. New instructors should also include a W-9, a copy of their Driver's License, and a background screening form (if teaching when campers under 18 years old are on the island). All instructors must notify us if they have dietary restrictions or if they plan on bringing a guest. All guests must have liability/photo releases signed and be approved by the program manager. Housing will be assigned by the program manager to best fit the needs of the camp.

Arrival

Please check with your program director about coordinating your arrival time with other program staff and any pre camp meetings scheduled. The kitchen does not provide meals when the camp is not in session. There will be shuttles at designated times on Saturday, please make one of these shuttles times to get to the island. Most instructors depart the island at 6pm for dinner on the shuttle and

arrive back on island on the 9pm shuttle on Saturday. Instructors are free to leave after the staff wrap-up meeting that is typically held after camper departure on Friday morning. We will announce boat shuttles times for Friday at our staff wrap-up meeting.

Uniforms

Tan staff vests and khaki shirts with an Audubon patch are available for use while on island. Instructors are encouraged to wear this uniform on arrival day and when conducting official workshops or field trips. Audubon patches are available for use on personal shirt as well. Name tags will be provided and should be worn at all times.

Osprey camera

Discussions and noises under the osprey cam can be heard on the internet and should be minimized whenever possible.

Bells

Bells are rung 5 minutes before every program and meal and at the time of the program or meal. Continuously ringing of the bell signifies a major emergency and all campers and staff should assemble near the bridge.

At meal times instructors sit at the heads of their designated table for the entire week. Campers are encouraged to rotate their seats throughout the week to meet new campers and instructors. At Hog Island we eat family style and encourage everyone to take food but to also make sure everything gets around the table. If you see someone at your table not eating, please make sure they know where the special diets window is located for those with restrictions. Instructors are also in charge of making sure that food bowls are filled up and pitchers are full.

Quotes

At dinner guests and instructors remain standing until a designated Instructor reads an inspirational nature quote. Example Quotes can be found later in this manual

Mystery of the day

The mystery of the day is typically a question or series of related questions that may be answered with the resources available in the lab. Often the mystery involves an object or specimen from the lab. A new mystery is placed each day after dinner by the designated instructor for that day. Campers' answers are collected in a can near the mystery and scored by the instructor who created the mystery. Scores are compiled at the end of the week to determine winners. Example mysteries are found later in this manual.

Bird list

Bird list is usually tallied for the day in front of the group by a designated instructor before each evening program. Birds seen on any of the day's trips are counted. Birds generally need to be seen by at least 2 people and at least 1 camper. The compiled list at the end of the week is turned into the registrar for sending to participants post camp.

Vehicles

The two Hog Island 15-passenger vans have keys in the pouch found inside the van. Please park these

two vans at the parking lot by the boat dock. Vehicle keys for mini-vans are kept at the top of the hill on the mainland in the staff office and should be returned to the office after use unless otherwise instructed to do so. Any receipts for materials or gas charged to Audubon should be brought to Hog Island and left on the program manager's desk.

FOHI

Friends of Hog Island (pronounced Faux-he) provides volunteers to staff the kitchen and clean buildings throughout the week. These FOHI volunteers will join on selected field trips in exchange for their work during the week.

Medical Protocol.

For all day trips, medical bags will be packed for your group. Every field trip must bring along at least one large red backpack first aid kit. These are kept in the hallway of the bridge. Small drawstring medical bags may be taken in addition to the larger bag. These are to be taken with groups when splitting up at a field trip location. Upon return, anything used must be restocked and should be left in the office with a note of what was used or taken. Please report any medical incidents to the program manager.

For teen camps, all medication will be locked up and dispensed at breakfast, lunch and dinner. As a teen instructor you may be required to carry a camper's medication and dispense it at lunch or before bed. Teens with inhalers and epi-pens are allowed to carry their medication at all times and you will be instructed as to where that medication is kept on their body so that you can access it in an emergency situation.

Lights

Please turn off lights if you are the last to leave a space, especially the Queen Mary Lab and Fish House.

Use of boats

All boats are to be used only by Audubon employees, staff, and FOHI volunteers only.

Three rowboats are maintained for general transportation, these should be the first choice when considering using a boat. Several private row boats may be present at the Audubon docks. Only use boats painted white with gray decks and red bottom paint.

Motor vessels may be used to transport large groups, when weather or safety is a concern, with large amounts of supplies that do not fit in a row boat, when time is a critical factor, or for transporting paying guests.

All boats including row boats must have a light and whistle available when operating at night.

Rowboats

Only use rowboats when you feel comfortable with the conditions, your skill, and our island protocols.

Training and guidance is available from the waterfront staff for new rowers and experienced rowers who would like to improve or learn directly our protocols specifically (such as proper cleating). When in doubt, ask.

- Never leave the island or mainland without a boat. Return the last boat or tell someone the situation and ensure it is taken care of.
- Never have more than 3 people in a row boat.
- Always have enough PFDs aboard for everyone in the boat
- Always empty any water from the boat before rowing, a bailer should be in every boat.
- Rowboats are to be tied on the south side of the Staff float on the island or the inshore side of the mainland float.
- When tying boats always leave at least 3 feet of line between the cleat and the boat (do not tie boats tight to dock)
- Do not tie boats so that the first third of the boat rests near the corner of the dock.
- Always use at least 3 turns and a hitch when cleating off boats
- Report any maintenance issues regarding boats as soon as they are noticed

Directions for town pick-ups

On arrival day we pick-up some campers at local B&Bs, the bus station, and limo drop off. We drop campers off at the following locations on departure day.

Bus station (Skidompha library (southbound) and Renys underground (northbound))

Oak Gables

Round Pond inn

Inn at Mill Pond

McDonalds for MidCoast dropoffs

Typical field trips (directions/ maps, and brief descriptions for selected trips)

Medomak

DRA

Cleary Hill

Weskeag marsh

Mcurdy road

Fire tower

Bremen town house trail

Old county road

Hog Island hike

Egg rock trip

Harbor Island

Wreck Island

Ross Island

Louds Island

Bremen long Island

Burnt Island

Other Activities

Intro to ornithology
Shakedown cruise
Bog exploration
Ornithology survey methods
Blackbird bingo
Geology
Beach cleanup (plastic survey)
Field sketching
Intertidal exploration
Night hike activities (moths, stars, bioluminescence and marine, etc..)
Field and pond exploration
Sensory awareness
Astronomy
Binocular orientation
Plankton and marine exploration
Owl Pellets
Study skin workshop
Feather/molt workshop
Guide to field guides
Arts and field sketching
Technology and Ebird
Sound recording
Video recording
Photography
Bird banding

Dory protocol

Prior to a field trip staff are to be briefed on the process of dory landings.

Guests are to be briefed before the trip begins and immediately before boarding.

Prior to boarding

They are told how to properly don a type 1 vest life jacket and do so under supervision.

They are told the importance of stability and how to move when entering, exiting, the boat as well as what to do on the island.

Binoculars and cameras should be in backpacks or secured under clothing while boarding dories

They are told how to grip wrist to wrist when a hand is offered

They are told about the risks of holding onto the boats gunnel

It should be specifically stated that bags are to be set aside while boarding and handed to the guest after they are seated.

When exiting bags are to be handed aboard first, followed by the guest.

Prior to the trip, at least one staff member other than the rower is to be designated to ride on the first and last boat.

Duties of the staff members on the first boat is to:

1. meet the boat on all subsequent landings

2. designate a path to a safe area
3. hold boat if necessary
4. provide a helping hand to guests exiting boat (and on path if needed)
5. organize life jackets
6. help unload any communal gear from the dory.

Duties of the staff member on the last boat is to:

1. ensure that life Jackets are donned correctly and securely
2. hand bags to guests after they have boarded dory
3. ensure all necessary communal gear including first aid bags are loaded on dory.

Fish house A/V equip

AV system features;

wireless Lav microphone

wireless handheld microphone

sound mixing board

projector

smart wand interactive cursor for projector

streaming video camera

Tascam linear PCM audio recorder

Apple TV

Ipod with flat screen television

Dell laptop with AV dock

Mac users may use Airplay to stream content to the projector. Other users may use VGA cable and 1/8mini phone jack to connect to Projector.

Soundboard, and amp receiver must be on for any use of audio.

Please ensure both microphones and microphone receivers are off after each use.

Please consult Staff if you need any troubleshooting

Fireplace

During inclement weather a fire may be made in the Fish house fireplace. Keep the spark screen in front of fire at all times. Please inform staff if wood stockpile is low. Please extinguish the fire after use or let a staff member know that you are done with the room.

The QM Lab, study skins, specimens, and touch tank may be used for programming. Please cleanup space after your session and observe safe handling protocols for all specimens and touch tank creatures. Please ensure all cabinets are properly closed after each use.

Typical Arrival Day

Programing meetings take place in the morning typically beginning about 0900. We begin by

discussing medical protocols and then the week's schedule. Lunch is provided after the meeting.

Campers arrive between 2 and 4pm, unless teen sessions and those arrive between 1-3pm. Greeters are located at the top of the mainland hill, mainland by boathouse, island dock, and the bridge.

Program manager usually gives quick intro by bridge and name tags are handed out. FOHI volunteers and staff are available for assist with luggage and guiding to dorms. Orientation meeting in the fish

house typically begins at 5pm followed by hors d'oeuvres and dinner.

Typical Departure day

Campers have breakfast buffet. Campers bring island laundry down to the lawn to be bagged and taken off island. First boat departs at 0730 with all campers that require trips to town, limo pickups, or want to depart early. Boats then run continuously until all campers are off island, usually around 0800. A staff meeting is usually held after camper departures to review the session. Buildings are cleaned and prepped for the next session and trash and laundry are taken to the mainland.

Other documents to review

Please review the Hog Island trail map, bird checklist, packing list, and driving directions pdfs. These will help orient you with the camp.

Sample Mystery of the Day

Put out a rock and ask to identify minerals, common uses, etc...

Put out study skin, and ask to identify and ask species specific questions

Ask to draw a bird from memory, then use field guide. What did you learn.

Ask to find birds among displayed study skins based on characteristics, behaviors, or ranges

Put out an egg or bone with relevant questions

Have audio files available to match or identify

Sample Quotes

The Peace of Wild Things, By Wendell Berry (Read by Instructor)

When despair for the world grows in me
and I wake in the night at the least sound
in fear of what my life and my children's lives may be,
I go and lie down where the wood drake
rests in his beauty on the water, and the great heron feeds.
I come into the peace of wild things
who do not tax their lives with forethought
of grief. I come into the presence of still water.
And I feel above me the day-blind stars
waiting with their light. For a time
I rest in the grace of the world, and am free.

Rest assured that this gull asks only two questions of any living thing. First, "Am I hungry?" (Answer: Yes). Second, "Can I get away with it?" (Answer: I'll try).

William Leon Dawson, Birds of California, 1923

Read by Tom Johnson

We reached the old wolf in time to watch a fierce green fire dying in her eyes. I realized then, and have known ever since, that there was something known only to her and to the mountain. I was young then, and full of trigger-itch; I thought that because fewer wolves meant more deer, that no wolves would mean hunters' paradise. But after seeing the green fire die, I sensed that neither the wolf nor the mountain agreed with such a view.

Aldo Leopold, Thinking Like a Mountain; Read by Rob Bierregaard

I went into the woods near my Monterey home for exercise – enjoyed the air filling my lungs when I walked up hills, felt my head clear became enchanted by the views. Over time, I became newly and deeply curious about the earth. Nature began working on me, and I began to change and grow. My perspective on the world and my own life shifted. I found possibility where there'd been none. I wanted to learn about that which had never held my attention before- from butterfly habitats to mountain lion hunting tactics.

From that art came. It was a natural progression inspired by the conversations I was having with the earth. Making art felt less effortful, the call to it more true. Though art has been a primary part of my life for as long as I can remember, time in nature gave it a greater platform.

The creativity of the natural world validates my own endeavors. The earth's bounty and beauty infuse my work. Returning home from a walk pictures form in my mind that I rush to put on paper. The earth's ways of doing things make me want to try them out too: How might a poem make the staccato of raindrops? Could I layer hues in a collage like leaf mulch layered on the ground? Nature has turned my writing upside down. Noticing connections between things makes leaps of imagination nearly effortless. Attention to detail and nuance have grown in me, both in the art I make and in my whole life. The boundaries of my curiosity have dropped away.

By Patrice Vecchione, Step Into Nature.

Read by Nina Stoyan-Rosenzweig

To Mainiacs, Maine is not merely a place. It is a spiritual home and shelter as perfectly fitting and comfortable and natural as its shell is to a snail; which, like snails, they carry with them wherever they may go. To them, Maine is a state of mind and a way of life inseparable from the geography and topography of the area and from their own bones and blood and thoughts and dreams. It is an element, as necessary to them as water is to fish. It is almost a religion.

-Louise Dickinson Rich, State O' Maine. 1964.

Read by Jean MacKay

Island Fever by Rachel Field

If once you have slept on an island
You'll never be quite the same;
You may look as you looked the day before
And go by the same old name,
You may bustle about in street and shop
You may sit at home and sew,
But you'll see blue water and wheeling gulls
Wherever your feet may go.
You may chat with the neighbors of this and that
And close to your fire keep,
But you'll hear ship whistle and lighthouse bell
And tides beat through your sleep.

Oh! you won't know why and you can't say how
Such a change upon you came,
But once you have slept on an island,
You'll never be quite the same.

Rescuing an Island by Millicent Bingham

It is curious about nature lovers. They are well named. For there is in every one, even in naturalists who make the study a scientific life work, an emotional quality- an instant response to the first note of a bluebird in early March before the arrival of other migrants. Or to a fringed gentian discovered by chance. Which in a sheltered spot, has managed to survive the autumn forests. This emotion can no more be described for those who do not feel it than the transfiguring effect of a Beethoven symphony could be conveyed to a person who is tone deaf.

“My heart leaps up when I behold A rainbow in the sky”

Is not a sentimental figure of speech, but a statement of fact. Enthusiasm engendered by such feelings carries far. It has been characteristic of the Hog Island venture from the start.

Scotts quote about vocabulary dwindling to wow and gee whiz

“I would rather be ashes than dust!

I would rather that my spark should burn out in a brilliant blaze than it should be stifled by dry-rot.

I would rather be a superb meteor, every atom of me in magnificent glow, than a sleepy and permanent planet.

The function of man is to live, not to exist.

I shall not waste my days trying to prolong them.

I shall use my time.”

Jack London

Read by Sherrie York

“A child’s world is fresh and new and beautiful, full of wonder and excitement. It is our misfortune that for most of us that clear-eyed vision, that true instinct for what is beautiful and awe-inspiring, is dimmed and even lost before we reach adulthood. If I had influence with the good fairy who is supposed to preside over the christening of all children, I should ask that her gift to each child in the world be a sense of wonder so indestructible that it would last throughout life, as an unfailing antidote against the boredom and disenchantment of later years...the alienation from the sources of our strength.”

Rachel Carson, The sense of Wonder

“Science is not only compatible with spirituality; it is a profound source of spirituality.”

Carl Sagan, The Demon-Haunted World: Science as a Candle in the Dark

“The possession of knowledge does not kill the sense of wonder and mystery. There is always more mystery.” Anais Nin

“The tusks which clashed in mighty brawls
Of mastodons, are billiard balls.
The sword of Charlemagne the Just
Is Ferric Oxide, known as rust.
The grizzly bear, whose potent hug,
Was feared by all, is now a rug.
Great Caesar's bust is on the shelf,
And I don't feel so well myself.”

By Arthur Guiterman, *On the Vanity of Earthly Greatness*
Read by Pete Dunne