



2022

# Program Handbook

Compiled by the Center for FaithJustice

## **Table of Contents**

Introduction	2
JusticeworX Program Overview	4
What to Pack for Program	5
Contacting Staff and Participants While on Program	6
Participant Conduct on Program	7
Staff: Who Leads These Programs?	9
Safety and Security	9
Emergency Protocols	10
Health and Wellness on Programs	11
Location-Specific Information	15
JusticeworX Appalachia - Dunlow	15
JusticeworX Down the Shore	17
JusticeworX Trenton	19
JusticeworX Philadelphia	21

## **Introduction**

Dear JusticeworX Participants and Families:

The Center for FaithJustice (CFJ) is excited for you/your child to attend our JusticeworX experience this summer! CFJ's mission is to inspire the next generation of leaders by creating programs to serve those in need and educate for justice in the Catholic tradition.

### **The Mission of the WorX Programs**

Named for the biblical passage that inspired them, "Faith without works is dead" (James 2:26), our signature WorX programs unfold through week-long immersion retreats incorporating equal parts direct service to those in need and intensive reflection on Catholic Social Teaching. The mission of the WorX programs is to provide transformative experiences of encounter and community service rooted in the Gospel call to kinship with those experiencing poverty and marginalization.

JusticeworX offers opportunities for hands-on service through an extensive network of regional partnership organizations in the communities of Trenton, NJ; "Down the Shore" in Brick, NJ; Philadelphia, PA; and Dunlow, WV. These service experiences, coupled with extensive programming developed by CFJ, inspire participants to become lifelong beacons of service, love, and justice for the world.

While our programs are inspired by the principles of the Christian faith and Catholic social teaching, we encourage and welcome staff and participants of all faiths to participate in our programs!

## **JusticeworX Program Overview**

On JusticeworX, high school participants spend a week of their summer in an overnight setting exploring the Gospel call to build a more just world, participating in dynamic prayer services, building community with fellow participants, and volunteering in the community. Each year features new, engaging content, so veterans and newcomers alike will experience a unique and inspiring program. Click [here](#) to view a video testimony from our JusticeworX Alumni!

## **General Program Structure**

Generally speaking, JusticeworX programming begins on Sunday evening, followed by community service on Monday morning. Here is a sample of a typical schedule on our programs:

7:30 AM:	Wake-Up Call
8:00 AM:	Breakfast & Morning Prayer
9 AM - 3 PM:	Working at Service Sites (eat packed lunches at service sites)
3:30 - 5 PM:	Community Time, Shower & Cell Phone Time
5:30 PM:	Dinner & Communal Chores
7 - 9 PM:	Evening Content & Prayer
9 - 10 PM:	Free Time
10:30 PM:	Send to Bed
11:00 PM:	Lights Out

Note that the weekly schedule and planned activities are intentionally not revealed to participants. Instead, we encourage them to *PARTICIPATE, NOT ANTICIPATE!* We have found that this mantra helps them be fully invested in the present moment and not constantly distracted by what comes next. By the second day, they become comfortable with the basic daily routine and are able to settle into their experience for the week.

Throughout the week, participants have daily opportunities to reflect on their service experiences, share with their peers, and learn about how they can live their faith through service to others. Evening programming often includes guest speakers, community tours, and other enrichment activities. Participants will also have various opportunities to engage with their faith during the trip, including but not limited to Mass, witness sharings, prayer services, and personal guided reflection. We encourage participants to ask curious questions and challenge them to go deeper in their understanding of what they see and experience during their time on the program.

The JusticeworX experience comes to a close on Friday after dinner and a closing activity/prayer service. Note that returning groups from Dunlow, WV depart on Saturday morning and return late that afternoon/early evening.

## **What to Pack for Program**

### **Packing List**

#### *Necessary Items:*

- Sleeping bag or sheets/blanket & a pillow
- Towel, shower sandals, toiletries & shower items
- Pajamas (*appropriately covering*)
- Sweatshirt or long-sleeve for cold evenings
- Clothing for evening after showers (*tank tops and sandals are fine; no inappropriate logos, words, or images*)
- Closed-toed sneakers (mandatory for service)
- At least one pair of long pants (leggings, jeans, or sweatpants) (mandatory for service)
- Shorts & t-shirts for service
- Reusable lunch bag/box & water bottle
- Personal journal/notebook for reflections/activities - (mandatory for evening programming)

- Small backpack or drawstring bag for carrying personal items to service sites
- 1 - or - 2 non-perishable snacks to share with the group (*sandwich crackers, fruit snacks, granola bars, cookies, etc.*)
- Sunscreen & Bug Spray
- Face masks to wear at service sites

#### *Optional Items: (at your own risk)*

- Baseball Cap or Hat for Outdoor settings
- Camera (*since you will not have your phone for most of the week*)
- Card games/small board games (*nothing inappropriate*)
- Small musical instruments
- Portable Bluetooth speaker
- \$20 cash or check to purchase a WorX Program T-Shirt

### **Dress Code**

Our dress code (*see packing list*) comes from our service site partners and will be strictly enforced to ensure safety and continued partnership. Please help us by noting what your child is packing. Thanks for your cooperation!

- Bring clothing that you are not worried about ruining with dirt, paint, etc. While it won't be a problem at most sites, it's always best to anticipate that clothing could be damaged when going on service weeks.
- We ask that all participants make sure that shorts and tops are of appropriate length and provide adequate coverage. Shorts should be no shorter than 3 inches above a participant's knees and should pass the "fingertip test" (standing straight, shorts should comfortably fall below your fingertips).
- CFJ has a zero-tolerance policy for clothing with inappropriate logos, words, or images.

## **Bringing Personal Belongings on Program**

Please do not bring smartwatches, tablets, or any other valuables that you fear may be damaged or misplaced. If you bring a camera, be sure that it is in your possession to prevent a loss. Cell phones are permitted only during allotted cell phone time on program and are collected and held by staff at other times (see below notes on cell phone policy).

All items brought on program are the responsibility of the participant. Even when collected by staff, CFJ/JusticeworX and the host site are not responsible for any loss or damage of personal items.

## **Contacting Staff and Participants While on Program**

### **Cell Phone Policy on Program**

An essential part of all of the WorX programs is that we collect the participants' cell phones and smartwatches at registration.

Why do we do this? Over many years of conducting these experiences, we have found that this creates a more focused environment in which all participants can have the best possible experience. A cell-phone-free environment helps participants to focus on God, each other, and all those they are meeting while at service. In our tech-driven world, it is a rare gift to shut out the noise and be fully present, and we hope we can give that to your children during JusticeworX.

We understand this is unnerving to many parents and participants, but we ask you to support this policy and provide encouragement to your child in advance of their program week. Even our most resistant participants often tell us that they ultimately come to appreciate their time without cell phones.

The staff will have their phones at all times to ensure they are able to communicate in an event of emergency.

Each day, participants will have a designated "phone time" in which they are given their devices and have the opportunity to touch base with family and friends if they wish. This usually takes place between 4 and 5 p.m., however, this timeframe may vary depending on the flow of our service day. We ask for flexibility and patience as you anticipate hearing from your child.

### **CFJ Emergency Contact Information**

If you have any questions or concerns during the week that are NOT emergency-related, please call our office at 609-498-6216 and dial the extension for Brooke Foster or Collin Quigley.

If an emergency should arise on your end (for instance, illness or family death) and you need to reach your child, please call our CFJ main office line at 609-498-6216 and dial extension 1 for the Summer WorX Emergency Hotline. This hotline rings until answered, and our office staff will immediately contact the on-site team leader.

Should an emergency arise while your child is at JusticeworX, please know that our first call after 911 will be to the parents/guardians. A member of the CFJ Team will then keep you updated and, if necessary, meet you at the hospital.

## **Participant Conduct on Program**

### **Warning Policy**

Certain misdemeanors on JusticeworX will result in an official warning from the program and/or CFJ staff. CFJ holds the right to ask participants to leave the program if the misdemeanors continue to happen after a warning has been given. Behaviors, actions, or situations that will result in an official warning include but are not limited to the following:

- Bullying of any nature: CFJ does not tolerate bullying of any form on programs. By coming on program, participants agree to uphold and respect the dignity of each person they encounter. If a participant (or group of participants) is seen to be instigating and/or perpetuating a situation that makes another participant (or group of participants) uncomfortable or that the staff deems as inappropriate — including, but not limited to, inappropriate comments, intentional exclusion, or use social media platforms to make discriminatory or inappropriate remarks — the team leader and/or CFJ staff hold the right to speak with the participant(s) directly to investigate the situation and issue an official warning.
- Leaving the group and/or service sites: By coming on the program, participants agree to stay with their designated group and program staff whether they are at the host site or service site. Under no circumstances should participants leave their group or leader without first informing and getting permission from the program staff. Should a participant leave their service site and/or any spaces where the whole group is meant to be together, without informing a leader, CFJ holds the right to give the participant an official warning.
- Leaving one's designated bed and/or room at night: Participants are assigned rooms and bunks (depending on the program location) at the beginning of the week. Under no circumstances should participants be in a room that is not their own without the permission or supervision of program staff. Should a participant (attempt to) leave their room at night-time to go to a different one, they are in direct violation of this ground rule. The team leader and/or CFJ staff hold the right to speak with the participant(s) directly to understand their reason for leaving their room and give the participant an official warning.

- Reckless treatment of property/equipment: Participants agree to respect and take care of the property, equipment, and spaces of CFJ and its community partners. Should a participant be reckless with their use of any of these spaces or materials that leads to damage or could lead to damage, CFJ holds the right to give the participant an official warning.
- Repeated Violations of Program Ground Rules: At the beginning of each program, staff will go over a series of ground rules and community agreements for the week. During this time, participants will have the opportunity to add any ground rules or agreements they would like the community to uphold during the program. Any repeated and blatant disregard or violations of these ground rules and agreements may result in an official warning and/or dismissal from the program.

### **Early/Immediate Dismissal from Program**

Some misdemeanors will result in immediate dismissal from the program. Situations, behaviors, and actions resulting in immediate dismissal include:

- Drugs and alcohol: The Center for FaithJustice has a zero-tolerance policy for smoking, drugs, and alcohol on all programs. The possession and consumption of alcoholic beverages is strictly prohibited. Use and/or possession and distribution of drugs and drug paraphernalia are strictly prohibited. Use and/or possession and distribution of prescription drugs without proper medical documentation is also strictly prohibited. Note that this includes all illegal materials and vaping substances, including THC, cannabis, CBD, etc.
  - Violation of the above will result in the participant's immediate dismissal from the program. Furthermore, if a participant gives any leader or staff member suspicion of being in violation of the above, CFJ reserves the right to search the participant's personal items. If you are a participant on the WorX Programs as part of a high school or parish group, the codes of conduct in place at said high school or parish also apply. Violation of those institutional policies relative to substance abuse could result in suspension or expulsion in addition to dismissal from your WorX experience.
- Inappropriate physical contact (of sexual, violent, or bullying nature): CFJ has a zero-tolerance policy for inappropriate physical contact. Participants who are caught engaging in inappropriate physical contact will be asked to leave the program immediately.

### **Refund Policy for Early Dismissal**

Participants who are asked to leave the program due to misdemeanors will NOT be issued a refund. The participant's family is responsible for any expenses to cover property damages and/or transportation as a result of the dismissal.

## **Staff: Who Leads These Programs?**

Our WorX programs are staffed by experienced working professionals and trained young adults who are passionate about putting their faith into action and working with teenagers. Our program staff are vetted, go through an application process, undergo a background check, and are trained to accompany young people on our faith-based service experiences. All CFJ summer staff and volunteers are VIRTUS (Protecting God's Children) trained and certified.

Below is an overview of the different key staffing roles present on each WorX program:

**Team Leader** - typically 25+ years old, experience working with our programs and/or youth ministry. Serves as an extension of the CFJ office staff on each of our trips. Responsible for overall program management, leading daily staff meetings, assigning responsibilities as necessary, and having a pulse on the group as a whole. This person understands group dynamics and can support the staff. They are able to manage a crisis and think on their feet. They are responsible for managing/overseeing the daily operations of WorX trips, serving as a constant role model for participants, consistently engaging participants and getting to know them, leading prayer services, leading staff meetings at night, handling parent interactions and concerns, dealing with conflicts that may arise, offering team members feedback when appropriate, and constantly keeping track of all participants.

**WorX Program Facilitator** - a general term used to describe the individuals (paid/volunteer) leading/supporting our programs. These folks will be assisting in the daily operations of WorX trips, serving as a constant role models for participants, consistently engaging participants and getting to know them, leading prayer services, getting materials ready, and accompanying participants while at their service sites.

**LeaderworX** - these individuals are members of the young adult cohort staying at our CASA retreat house each summer, living in community, and discerning their own role in this world as it relates to their passion, calling, ministry, career goals, leadership development, etc. These tend to be individuals in or just out of college (ages 19-25). They play an important role as "on the ground" staff, each working with small groups, leading small group activities, assisting in large group programming, managing community time, icebreakers, and team builders.

## **Safety and Security**

### **CFJ's Child Safety Protocol**

CFJ requires that all staff and volunteers immediately report suspicions of child abuse, neglect, and/or sexual abuse to their supervisor. Staff and volunteers must follow all aspects of the CFJ Code of Conduct at all times or risk dismissal from the organization.

## **Fire & Safety**

The program staff will give instructions, as well as rules regarding overall safety/precautions at the site and policies for the site (doors, gates, being inside, being with group, etc). This will include referencing and reviewing specific protocols for that program/location.

## **Security of Program Location and Service Sites**

When selecting service sites, safety is always our first priority. All service sites are managed by agencies with which we have developed a previous working relationship. Our second condition is that they serve populations in need. While many sites work with those who are economically poor, we also work with sites that serve those poor in spirit, loneliness, etc., and fulfill our call to serve through the Corporal Works of Mercy. You may find a list of our community partners [here](#) on our website.

CFJ performs site visits and inspects our program host locations thoroughly prior to sending our adult volunteers, summer staff, and participants. For most of our program locations, the host sites in which students stay overnight are partners that we have worked with for many years and whose mission aligns with that of our organization.

## **Emergency Protocols**

At least one program staff on each WorX Program will be CPR and basic First-Aid certified to handle minor injuries and medical emergencies as they arise. All of our staff will be trained to respond to medical emergencies in an efficient and effective manner. Each of our program sites will be stocked with first-aid kits, which will also be brought with participants to each service site.

## **Minor Injuries While on Program**

In case of a minor injury while on program (ie: cut, scrapes, bruises, minor burn), our program staff will refer to the participant waiver form to follow parent preferences for treatment. As needed, participants will have the chance to speak with their parents over the phone as needed and a CFJ office staff will follow up with the parent/legal guardian after the initial contact to give updates on the situation.

## **Medical Emergency While on Program**

Our top priority is always participant safety and CFJ has a very strict and specific protocol in place for both non life-threatening and life-threatening emergencies. In addition to being trained in advance, written protocols are provided at host sites to use as reference.

If you have specific questions related to medical emergencies, please contact our staff team.

### **Health and Wellness on Programs**

The Center for FaithJustice prioritizes the holistic well-being of every participant that comes on our programs. It is our desire to be as well informed and prepared as possible to meet your child where they are and to respond proactively and compassionately to their needs. At the time of registration, we ask parents to answer a health questionnaire and to provide any details regarding their child's health that would be beneficial for our staff to know as they accompany them on the program. The information provided helps inform our leaders and staff on how to best respond to the physical health needs and support the mental health wellness of each participant. This information is only shared with the specific program staff and leaders that directly engage with your child.

We understand that things may change between the time of registration and the start date of your program. In the weeks leading up to your child's program week, our office staff will be in touch with you to get the most up-to-date information regarding your child's overall condition.

### **Medication While on Programs**

CFJ requires that all prescription medications be monitored by our staff while your child is on program with us. In the weeks leading up to your participants' program, you will receive a form through which you can report any medication or health concerns you feel CFJ staff should be made aware of before your child joins us. Before their program week begins, your child's Team Leader will receive the information you provide in a confidential form. This will allow them to prepare in advance and best accompany your child throughout the week. Medications are to be checked in with our staff when you sign your child in at the program drop-off. We ask that you also report any non-prescription medications that your child takes on a regular basis or will need to take during the program week.

Please make sure that your child's medication container is clearly marked and labeled. Using a separate sheet of paper, please provide concise directions that include the names of medications, required dosage, and an intake schedule which will be handed over to the team leader at check-in. Please note that failure to indicate, in writing, all prescriptions and non-prescription medications a youth participant is currently taking may result in dismissal from the program. This policy is consistent with that of other summer camps throughout New Jersey and helps our staff prevent substance abuse or potential injury.

## **Meals & Dietary Accommodations**

All food for all meals will be provided for the participants. Small groups will take turns preparing dinner each night for the whole group with the supervision of an adult staff. We review food allergy information/dietary restrictions on the registration forms for each week and provide reasonable accommodations to the best of our ability. Each participant is asked to bring a snack to share with the whole group.

To embrace the spirit of simple living on our programs, our meals will probably be more modest than what participants are used to. However, we still make sure to provide participants with three full meals a day and to offer suitable alternatives for those with allergies and dietary restrictions. We know that food is fuel and our programs can be very demanding, requiring participants to have well-rounded and filling meals!

At each of our program sites, our staff will keep all peanut products in a designated area and create another area in the kitchen and dining space that will be specifically kept as "peanut free." Our staff will take the necessary measures to reduce the risk of cross contamination.

## **COVID Policy and Procedures**

We are grateful that adherence to COVID guidelines enabled us to safely host hundreds of participants this past summer (2021). Our goal is to continue this trend in 2022!

We remain mindful of the frequent changes made to national and state COVID mandates and guidelines pertaining to youth and camp programs. To that effect, we have revised our own COVID protocols to align with those updated standards and ensure that our participants can have the most meaningful and safe experience possible. The safety of our participants, leaders, and service partners has been and will remain our top priority.

Based on updates made to CDC and NJ Department of Health Guidelines for Summer Youth Camps, CFJ will follow these safety measures for all planned programs during Summer 2022:

### Pre-Program Preparation:

- To avoid unnecessary exposure, we encourage participants to practice "low-risk behavior" starting 7 days before the program, which is a critical time to protect against Covid. For instance, avoid large gatherings at concerts or stadiums, crowded venues, and mass transit. If unvaccinated, wear a mask when indoors with people outside your household when social distancing cannot be maintained.

- If participants are exposed to Covid during the week leading up to camp, the test results may not detect the virus due to its incubation period. A negative test result only means you were not infected at the time your sample was collected. While testing is helpful, low-risk behavior during the 7-day screening period is the key to preventing Covid from disrupting the program.
- If the participant is attending school anytime during the screening period, masking is recommended - particularly for the unvaccinated.

#### Pre-Program Mandatory Documents:

- Although participants are not required to be vaccinated to attend our programs, we still ask that participants submit proof of vaccination as applicable.
- JusticeworX:
  - Participants and staff must submit proof of a negative COVID test by Saturday morning (11:00 a.m.) before their program week begins, regardless of vaccination status. Both at-home rapid test and PCR test results will be accepted.

#### Face-Mask Policy:

- Out of an abundance of caution for our community partners and vulnerable populations, masks will be required for all participants while working at indoor service sites.
  - Neck gaiters do not count as masks.
- During afternoon and evening activities at the host site, unvaccinated participants are strongly encouraged to wear a mask since they may be indoors and not able to properly physically distance themselves from others.
  - Vaccinated participants will not be required to wear a mask during afternoon and evening activities.
- Participants are not required to wear a mask regardless of vaccination status in outdoor settings, provided there is ample space for social distancing.

#### In the event of a Positive Covid Case:

- If a program participant is showing two or more symptoms of COVID-19, they will be quarantined immediately in a separate designated space, and a rapid test will be administered on-site. The parent(s) will be notified immediately.
- If the participant tests positive, they will remain quarantined, and their parent(s) will be notified. In this event, parents have 24 hours to pick up their child from the program host site. Details for pick-up will be discussed with CFJ staff.
  - In the case of JusticeworX Dunlow, WV, an effort will be made to meet the parents halfway, depending on staffing and availability. We cannot, however, guarantee this will be an option.
- If a participant tests positive, all other participants will be monitored, parents will be contacted, and all participants will wear masks for the duration of the program.

Other protocols will remain in place:

- Consistent hand washing and sanitizing of shared spaces.
- Emphasis on outdoor time, weather permitting, for large group activities, eating, and community time.

As always, we ask for parent cooperation in this process. If your child is sick, experiencing COVID symptoms, or has come in contact with someone who has COVID prior to a scheduled program, please refrain from sending them. We will work with you to find an alternative for them to participate. It is in the best interest of all involved that we protect ourselves and one another. Thank you!

### **Mental Health Wellness**

The WorX Programs offer a unique experience that challenges participants to grow in their awareness of prevalent social justice issues in our communities. We also seek to foster a space in which participants can reflect on their relationship with themselves, others, and God. These intense and formative experiences sometimes trigger emotional responses in some participants.

We want to be intentionally mindful and prepared to respond compassionately and effectively to any situation regarding the mental wellness of both our leaders and participants. By answering our health questionnaire on the registration form candidly and thoroughly, you will be helping our staff team be as well prepared and attentive as possible to the holistic needs of your child when they are on program with us.

We encourage you to reach out to Brooke Foster ([bfoster@faithjustice.org](mailto:bfoster@faithjustice.org)), Manager of Programs, if you have any questions or would like to inform us of any additional health information regarding your child leading up to the start of their program week.

### **Gratitude!**

We are so grateful to have the opportunity to accompany your child on JusticeworX! This program has hosted and transformed the lives of thousands of young people over the years. We can't wait to hear about your child's experience, too! It is truly a gift for us to be able to offer this program. Thank you for entrusting them to our care for the week.

Please see below for location-specific information.

## **Location-Specific Information**

### **JusticeworX Appalachia - Dunlow**

#### **Program Location**

JusticeworX Appalachia (Dunlow) is hosted at Cabwaylingo Presbyterian Chapel & Dunlow Community Center in Dunlow, WV. This year, participants will be sleeping in the Dunlow Community Center (which our programs in 2013 helped to build!) and the Senior Center next door.

#### **Drop-Off & Pick Up**

Drop-Off Date & Time: Sunday, June 19th at 6:30 a.m.

Pick-Up Date & Time: Saturday, June 25th of your program week, time will vary (usually 5 - 6 p.m.)

Location: 1253 Lawrenceville Rd, Lawrence Township, NJ 08648

Please plan to drop off and pick up your child from the back parking lot of the Church of Saint Ann in Lawrenceville, NJ; drive around to the back of the church to reach this lot.

**NOTE:** Please arrive promptly, but know that we will **NOT** begin registration until 6:30 a.m.

If you arrive early to the area, there is a Starbucks drive-thru about 1.5 miles from the CASA on Rt. 206 and a Dunkin Donuts about one block away, just across the street from the Church of Saint Ann. We encourage you to grab a snack/light breakfast there until it's time to check-in. We will do our best to leave by 7 a.m., after check-in, packing the vans, and praying together.

We will return on the Saturday of your program week, and all participants will need to be signed out by the adult picking them up. Your child will give you a call when their van is both two hours and 1 hour away to let you know their anticipated arrival time.

#### **Pre-Program Bag Check**

At the time of check-in, participants will be asked to comply with a bag check. They will be asked to open and show the contents of their bags for staff. Once the bag check is completed, participants will be directed to place their bags in the program vans. This policy is to deter the transport of restricted items (including drugs or related paraphernalia) to WV. It will also - hopefully - preclude the need for parents to come to WV to retrieve their children if restricted items are found while on program.

## Transportation

Participants will need to be dropped off and picked up by a parent or legal guardian from the check-in site noted above. If your child is carpooling with another family, please communicate this plan with the CFJ office staff before the start and end date of your child's program.

Transportation to and from WV, as well as to and from service sites (Monday - Friday), will be by rental minivan. Everyone (participants and staff) will be required to wear seat belts at all times. Program staff responsible for driving participants have undergone background checks and safety training.

## Sleeping Arrangements

Cots and air mattresses will be provided, so you don't need to bring one! Boys and girls will be sleeping in separate buildings. Participants will be asked to bring a pillow and sleeping bag on this trip.

## Spending Money

The drive to and from Dunlow is approximately 9 hours, which will include at least one stop to eat. There is also a small convenience store by the Community Center that the students like to visit for light refreshments. Please plan to send your child with some money for these purposes.

## Service Sites in Dunlow

While in Dunlow, West Virginia, your child will be assigned to a service site for the week. We've found that this allows them to truly build community with those they'll encounter at the sites, as well as with a small group of peers and a leader. However, on this program, the site projects vary in length, so they may move on to a second or third project if they finish their original project. CFJ's local contact, Bill Lykens, is a deacon at the Presbyterian church and local community organizer, organizes the projects for us. Most of our group will spend the week staffing the region's community food bank. Last year, we distributed more than 150,000 pounds of food!

## Dunlow Specific Notes

Dunlow and the surrounding region get very limited AT&T cell service. While participants will still be given their usual "phone time," please do not plan on hearing from your child. Keeping in mind that no news is good news, and we will let you know if there's a problem. If you really need to speak to your child, have them ask the on-site team leader, who will have an AT&T phone for emergency use. Please know that you can always call our Summer WorX Hotline 24 hours a day if you need to reach your child in the case of an emergency. Please trust that we will be in touch immediately if an emergency arises on site.

## **JusticeworX Down the Shore**

### Program Location

JusticeworX Down the Shore will be hosted at the Volunteer Host Site at Historic Camp Evans in Brick, NJ. Participants will be housed at the newly renovated volunteer host site on the grounds of historic Camp Evans and at the site of the InfoAge Science and learning center.

### Drop-Off & Pick Up

Drop-Off Date & Time: Sunday of your program week at 6:30 p.m.

Pick-Up Date & Time: Friday of your program week at 7:30 p.m.

Location: Volunteer Host Site at Historic Camp Evans

2201 Marconi Road,  
Wall Township, NJ 07719

**NOTE:** Please arrive promptly at 6:30 p.m., but NOT earlier, as our staff will be busy preparing for the week. **Please EAT before you arrive as we will not provide dinner on Sunday evening.**

On Friday evening, we will conclude and celebrate the week with a closing prayer service at 7:00 p.m. Parents/families are invited and encouraged to attend. We understand if you can't, but those who have attended in the past have found it a beautiful way to hear about the week and celebrate with their child. We hope you'll be able to join us! All students will be expected to participate and can be signed out at 7:30 p.m.

### Transportation

Participants need to be dropped off and picked up by a parent or legal guardian from Camp Evans (see address above). If your child is carpooling with another family, please communicate this with our office staff prior to the program start and end date. The participants will be transported to and from service sites using our rental minivans. Everyone (participants and staff) will be required to wear seat belts at all times. Our program staff who are responsible for driving participants, have undergone background checks and safety training.

### Sleeping Arrangements

At Camp Evans, participants will be sleeping in large bunk areas that are fully heated and air-conditioned. The sleeping spaces will be split by gender. We ask that participants bring a pillow and sleeping bag or sheets and a blanket.

### Service Sites Down the Shore

On this program, participants will be doing service at the former Visitation Relief Center, now known as Project Seeds of Service (SOS). The mission of SOS is to assist

and advocate for the sick, the poor, and the needy in services designed to meet their needs while collaborating with other community partners. They educate and prepare youth and young adults struggling with special needs, disabilities, or at-risk behaviors with job readiness skills. Participants will engage in various projects to support their many initiatives, such as community food bank, community garden, clothing, and supplies distribution, and other manual labor tasks.

## **JusticeworX Trenton**

### Program Location

Since 2015, JusticeworX Trenton has been hosted in the former rectory of St. James Parish in Trenton. This facility is newly-outfitted with an updated fire alarm system and grades! We are proud to share this campus with Sprout U Charter School, which is located right next door to our building, along with the active St. James parish community.

Our building is light yellow brick and bears the sign “Holy Trinity Novitiate.” Upon arrival, please pull into the gated parking to the left of the old rectory building. Our staff will be outside to greet you!

### Pick-Up & Drop-Off

Drop-Off Date & Time: Sunday of your program week at 6:30 p.m.

Pick-Up Date & Time: Friday of your program week at 7:30 p.m.

Location: St. James Catholic Church - Rectory Building

29 E Paul Ave

Trenton, NJ, 08638

NOTE: Please arrive promptly at 6:30 p.m., but NOT earlier, as our staff will be busy preparing for the week. Please EAT before you arrive as we will not provide dinner on Sunday evening.

On Friday evening, we will conclude and celebrate the week with a closing prayer service at 7:00 p.m. Parents/families are invited and encouraged to attend. We understand if you can't, but those who have attended in the past have found it a beautiful way to hear about the week and celebrate with their child. We hope you'll be able to join us! All students will be expected to participate and can be signed out at 7:30 p.m.

### Transportation

The participant will be transported to and from service sites using NJ Transit, rental minivans, or by walking a short distance, depending on their site. Participants will always be accompanied by an adult while in transit to their service site. Our program staff who are responsible for driving participants have undergone background checks and safety training.

### Sleeping Arrangements

Participants will sleep in the old convent/rectory on camping cots! There is no need (or room) for an air mattress. The bedrooms will be split by gender. JusticeworX participants will be assigned to rooms upon check-in unless otherwise specified groups

have been made by the sending parish/school. Participants will need to bring a pillow and sleeping bag or sheets and a blanket.

### Service Sites in Trenton

In Trenton, participants will be split into small groups, each working with a different community partner of CFJ for the whole week. This allows them to build deeper relationships with those they encounter at the service site. CFJ has developed a long-standing relationship with several community partners, including (but not limited to): Sprout U Charter School, ArmlnArm, Trenton Area Soup Kitchen, and Catholic Charities in Trenton.

## **JusticeworX Philadelphia**

### Program Location

JusticeworX Philadelphia will be hosted this year at St. Margaret's Retreat House, located on the property of St. Luke's Episcopal Church in Germantown, PA. This parish campus is located directly across the street from Germantown Friends School.

### Pick-Up & Drop-Off

Drop-Off Date & Time: Sunday of your program week at 6:30 p.m.

Pick-Up Date & Time: Friday of your program week at 7:30 p.m.

Destination: St. Margaret's Retreat House - St. Luke's Episcopal Church  
5421 Germantown Ave  
Philadelphia, PA 19144

When arriving at this address, please turn into the driveway that brings you onto the campus of the parish and follow the driveway all the way to the back of the property. This is where you will be able to park.

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On Friday evening, we will conclude and celebrate the week with a closing prayer service at 7:00 p.m. Parents/families are invited and encouraged to attend. We understand if you can't, but those who have attended in the past have found it a beautiful way to hear about the week and celebrate with their child. We hope you'll be able to join us! All students will be expected to participate and can be signed out at 7:30 p.m.

### Transportation

The participants will be transported to and from service sites using public transportation, rental minivans, or by walking a short distance, depending on their site. Participants will always be accompanied by an adult while in transit to and while working at their service site. Our program staff who are responsible for driving participants have undergone background checks and safety training.

### Sleeping Arrangements

Participants will be sleeping in bedrooms that accommodate between 2 - 4 people with bunk beds. Girls will be in rooms on the third floor of the retreat house and boys will be on the second floor.

### Service sites in Philadelphia

In Philly, participants will be split into small groups, each working with a different community partner of CFJ for the whole week. This allows them to build deeper relationships with those they encounter at the service site. CFJ has developed relationships with several community partners in the area including (but not limited to): FacetoFace Germantown, Philabundance, Episcopal Mission Center, and the St. Vincent de Paul Society of Philadelphia.