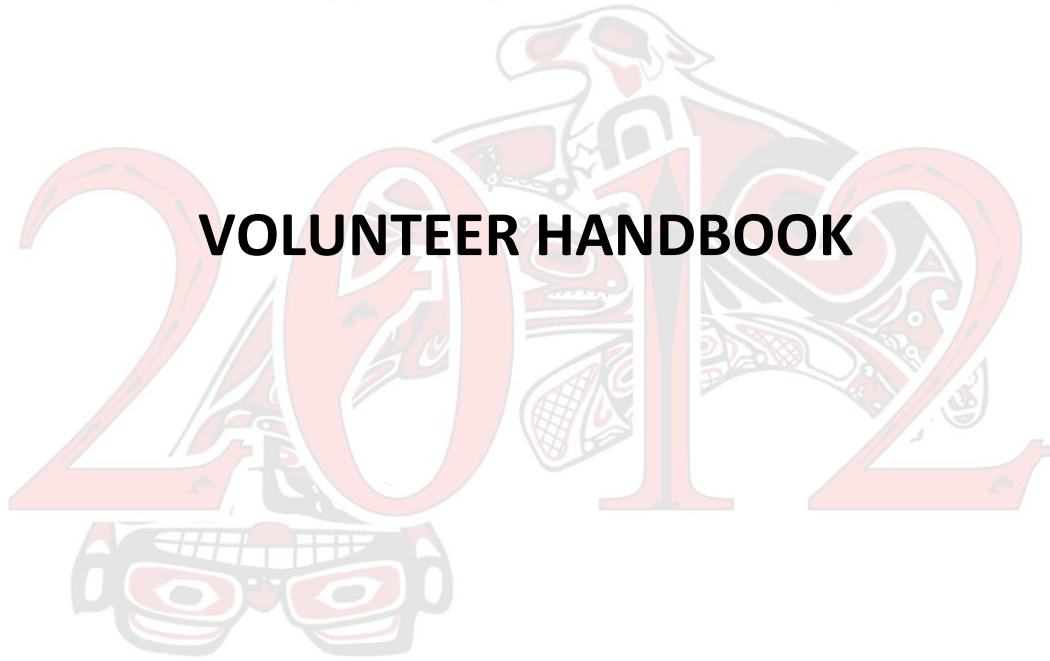


# Squaxin Island Tribal Canoe Journey 2012

Sunday, July 29, 2012  
To  
Sunday, August 5, 2012



## VOLUNTEER HANDBOOK

g<sup>w</sup>əd<sup>w</sup>adad - Teachings of Our Ancestors

# Canoe Journey 2012 Volunteer Handbook

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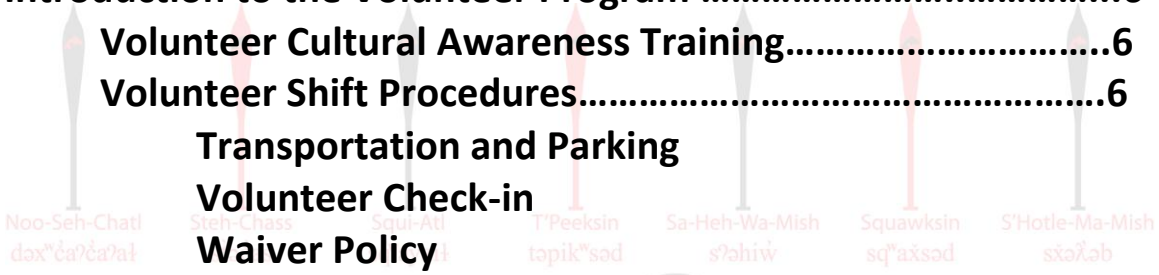
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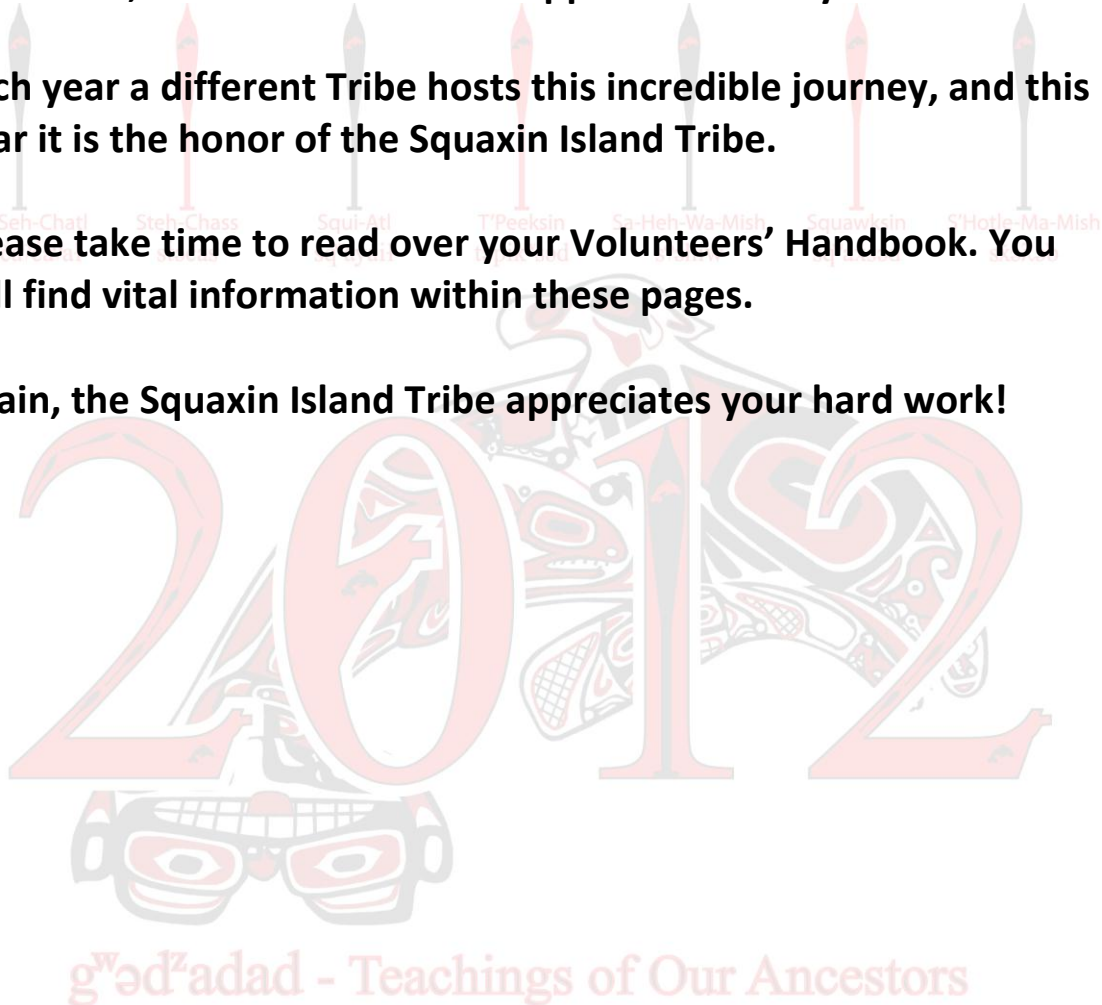
## Welcome Volunteers!

**On behalf of the Squaxin Island Tribe, we extend our thanks to you for volunteering to make the Paddle to Squaxin 2012 successful; our hearts are full of appreciation for you!**

**Each year a different Tribe hosts this incredible journey, and this year it is the honor of the Squaxin Island Tribe.**

**Please take time to read over your Volunteers' Handbook. You will find vital information within these pages.**

**Again, the Squaxin Island Tribe appreciates your hard work!**



# g<sup>w</sup>əd<sup>z</sup>adad

## TEACHINGS OF OUR ANCESTORS

*Our ancestral teachings include an immense wealth of knowledge from centuries of living and surviving off the land and its abundant resources. Our people have a deep understanding of the complexity of the ecosystems that surround us. Native natural science has long been a part of our existence. We understand the ways of the plant and animal nations and their sacred functioning within the sphere of the Salish Sea.*

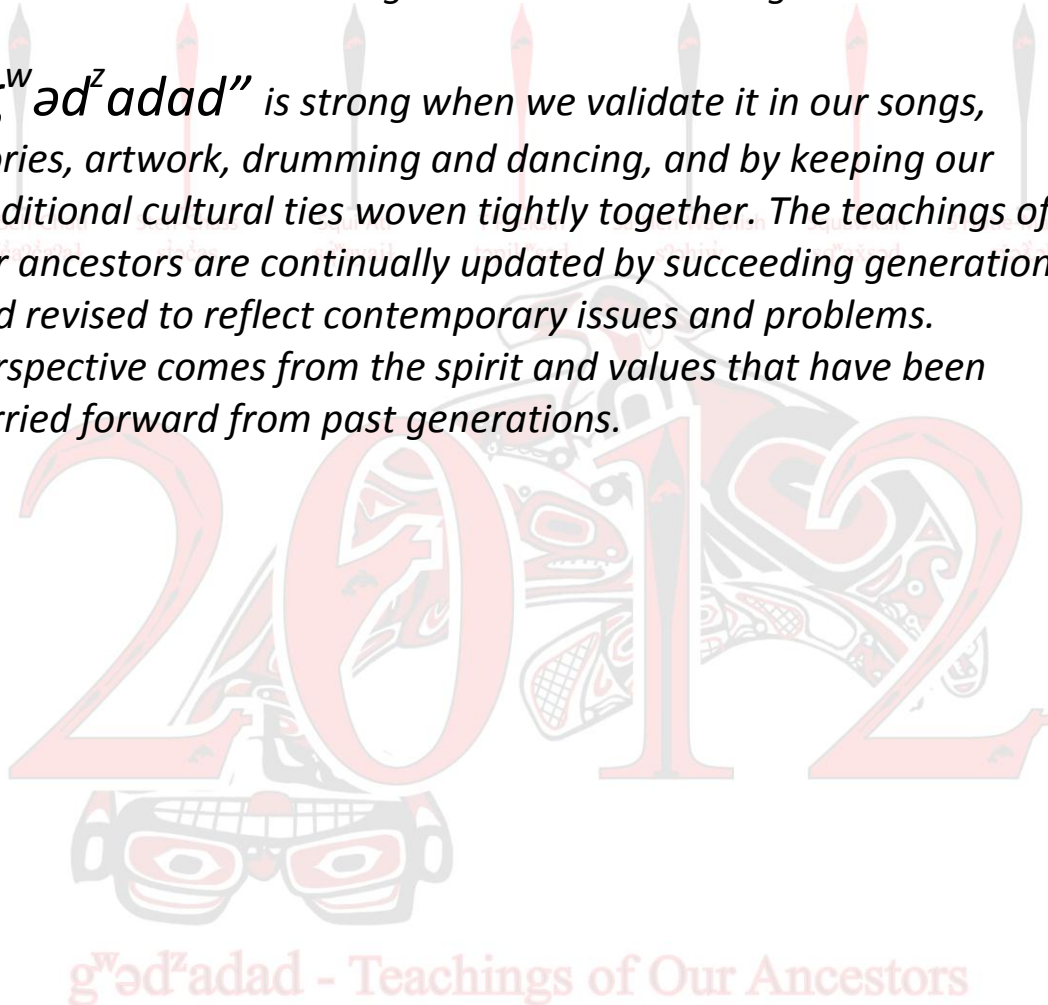
*Our relationship with the natural environment is the foundation of our cultural identity. It is through traditional knowledge that we understand the importance of a holistic perspective and upholding all aspects of our physical, emotional, spiritual, social and environmental balance.*

*It was through these teachings that our ancestors were able to achieve longevity. It was common for our people to live beyond 100 years of age. Living in harmony with the land, leading an outdoor lifestyle and enjoying the bounty of the fresh foods that came from the places near our homes helped to keep our people healthy and active into their advanced years. When geographical access to our accustomed places and natural resources were diminished, our traditional knowledge and ability to maintain our quality of life began to ebb.*

*The resurgence of the Canoe Nations has created an incoming tide of traditional teachings. Many of us have a different attitude toward the flowing of time. The past was once the future, and even at this moment, the present is becoming the past. Thus the endless cycle of the past, present and future continues. Our*

*actions in the past cannot help but affect our present and will inevitably have an impact on the future of our children. It is our responsibility to preserve the knowledge of our ancestors so that it can be passed forward to our children, both living and unborn. The decisions made by our ancestors were made taking into account seven generations into the future. Now we are identifying those who will take the teachings into the next seven generations.*

*“g<sup>w</sup>əd<sup>z</sup>adad” is strong when we validate it in our songs, stories, artwork, drumming and dancing, and by keeping our traditional cultural ties woven tightly together. The teachings of our ancestors are continually updated by succeeding generations and revised to reflect contemporary issues and problems. Perspective comes from the spirit and values that have been carried forward from past generations.*



# INTRODUCTION TO THE VOLUNTEER PROGRAM

## GENERAL ORIENTATION

### **Volunteer Cultural Awareness Training**

Regardless of your assigned tasks or schedule, you will be asked to view the Cultural Awareness video found at the [paddletosquaxin2012.org](http://paddletosquaxin2012.org) website. ([click here](#)) to go to the video.

### **VOLUNTEER SHIFT PROCEDURES**

#### ***VOLUNTEER TRANSPORTATION AND PARKING***

Please plan your transportation in advance since access to and through the Squaxin Island Reservation will be limited. We encourage you to park in our designated parking area at the Skyline Drive-in on Brewer Road. Shuttle buses will be available on a regular basis to transport you from the volunteer parking lot to the Administration Building. [Click here](#) to view a map.

#### ***VOLUNTEER CHECK-IN***

You will begin your shift by checking in at the Volunteer Center in the Tribal Administration Building (the Tribal Center) located at the intersection of SE Klah-Che-Min Drive and SE Squaxin Lane. [Click here](#) to view a map.

#### ***WAIVER POLICY***

You will be required to sign a waiver when you sign in for your first shift. Please, note, if you are under 18 years of age, you will need a parent or guardian's signature on the waiver.

#### ***BE PREPARED***

When you arrive for your first shift, you will be given a volunteer t-shirt to wear while you work and a volunteer kit containing useful items. Don't forget to bring your t-shirt and kit with you each day.

Wear comfortable shoes. You may be standing and/or walking during your entire shift. Some volunteer duties may require closed-toed shoes.

Layer your clothing for cool mornings and evenings, and heat during the mid-day. Check weather forecasts to see if rain gear is needed.

You will be provided with a water bottle at the beginning of your first shift. Please bring this bottle with you for each shift. There will be water filling stations available throughout the community to refill your bottle.

Bring sunscreen and/or a hat.

There will be no storage area in the Volunteer Center. Please plan to carry all personal items you bring to the site with you.

We cannot be responsible for lost or stolen items that are left in the Volunteer Center or at any volunteer sites.

Please be flexible. We may have to make last minute changes to your duties but do let us know if you cannot perform the new duties requested of you. We will appreciate your cooperation.

### **FOOD**

Meals will be provided for volunteers throughout the day in the Community Kitchen. In addition, there will be food vendors located near the volunteer check in site.

### **IF YOU CAN'T MAKE YOUR SHIFT (WHO TO CALL)**

If at any time you are unable to make your shift or will be arriving late, please contact your team leader. Your team leader's name and phone number will be provided to you prior to your first shift. Remember, we rely on each and every one of you to provide services to the Tribe's guests.

### **THE PEOPLE AROUND YOU**

Your team leader will provide support and supervision for your volunteer work.

### **ELDERS**

Elders (persons 55 and over) are accorded great respect and deference. Please be aware of their interests and accord them priority. Be ready to assist by becoming familiar with the location of food, water, cool rest areas, information booths and the locations where they may seek first aid.

### **PRESS**

Please do not attempt to answer any specific questions from the media. Press relations are very important and will be handled by the Squaxin Island Media Coordinator. If a member of the media/press has a question, please direct him/her to "Press Tent" located near the Protocol Tent.

### **INFORMATION BOOTHS**

The locations of the Information Booths will be identified on maps which will be given to you. General information about the event, maps and first aid supplies will be available at the information booths.

### **REPORTING PROBLEMS AND CONCERNS**

If a guest has problems or concerns, please listen and assess the situation. You may want your volunteer leader to relay the information to the Command Center.

### **EMERGENCY SITUATIONS**

With the number of guests present during the Journey, we may experience minor first aid problems like cuts, bruises or more serious medical problems such as heart attacks, heat exhaustion or broken bones. To effectively manage such an emergency situation, keep the following points in mind:

1. The Information Booths will be supplied with First Aid Kits.
2. Medics will be on site in case of an emergency. If medical assistance is needed at the scene, contact your team leader who will radio for a medic. The injured person is your number one priority. Stay with him/her until help arrives. If there is a serious injury or a person asks for an ambulance, call 911 immediately.
3. The Squaxin Island Health Clinic will be open for minor illness/injury Monday through Saturday from 9:00 a.m. to 9:00 p.m.

The safety and well being of staff and guests is our highest priority.

### **INCIDENT REPORTS**

If a person is injured or property is damaged on the premises, contact your team leader and ask him/her to relay the information to the Command Center. An incident report must be completed at the time of the incident. Examples of accidents include: backing into a pole or building with a vehicle, someone trips and needs medical attention or damage to property. Collect the names, addresses and phone numbers of witnesses. Please include the date and time of the incident and your name and phone number.

### **LOST CHILDREN AND PARENTS**

A child separated from a parent is stressful for both the child and the parent. Please be sensitive to their concerns and assist them as much as possible. Locate your team leader, tell him/her what is happening, and ask him/her to radio the Command Center. Please stay with the child and/or parent until your team leader has the situation under control.



**LOST AND FOUND**

All lost and found items are turned into the Information Booth near the Protocol Tent.

**RAIN OR SHINE**

Activities will occur as scheduled regardless of rain.



# VOLUNTEER RECOGNITION PARTY

**Because we couldn't have done it without you!!!**

All volunteers are invited to attend the Volunteer Recognition Party hosted by the Squaxin Island Tribe to honor and thank you personally for all your work.

**Date: August 8, 2012**

**Place: The Event Center**

*Located adjacent to the Little Creek Casino Resort*

**Time: 5:00 PM**

[Click here](#) to email RSVP to Melissa Puhn by August 3<sup>rd</sup>.

Please let us know how many will be in your group, and put “Volunteer Appreciation Dinner” in the email subject line.