

SUMMER CAMP COUNSELOR EMPLOYEE TRAINING



Working as a Summer Camp Counselor is a wonderful experience. But it comes with a responsibility to protect the children, co-workers, and yourself. It is important to make training a priority. Your employer has assigned the classes below as an introduction to being a responsible employee. Classes are online and can be taken at your convenience, but before the assigned date below.

Please complete training before (date): _____

REQUIRED: Pre-learning Classes

- ☐ Building a Safe Workplace: Anti-Harassment & Discrimination
- ☐ Protecting Children from Abuse
- ☐ Camp Counsellor - Bullying Prevention at Camp
- ☐ Bloodborne Pathogens
- ☐ Hazard Communication/RTK (required if counsellor will work with chemicals)

RECOMMENDED: Pre-Learning Classes (check all that apply)

- ☐ Camp Counselor - Aquatic Safety
- ☐ Camp Counselor - Child Sexual Abuse Prevention at Camp
- ☐ Camp Counselor - Playground Safety
- ☐ Camp Counselor - The Professional Lifeguard
- ☐ Camp Counselor - Trip and Transportation Safety
- ☐ Smart Moves to Avoid Falling Down
- ☐ Avoid Back Pain

ACCESSING THE MEL SAFETY INSTITUTE'S MSI NOW CLASSES

1. Log into the **MEL Safety Institute (MSI) Learning Management System (LMS)**.
2. If you have previously taken MSI classes, enter your username and password.
3. If you do not know your username/password, ask your Training Administrator to send an LMS activation email or call Andrea Felip at 856-552-4740.
4. Once logged into the LMS, go to the **Request Training** button for a list of online courses and videos.
5. Select the course or video you wish to complete and submit it at the bottom of the screen.
6. Your course will now show in the **Assigned** section of your dashboard. Click the title to launch the course or video.
7. Learning Transcripts are automatically updated in the MEL Safety Institute's Learning Management System and show in the Completed section of your homepage.

Questions? Contact Andrea Felip at 856-552-4740.

For additional MSI information and resources go to the MEL Safety Institute website:
melsafetyinstitute.org