

Florida Sea Base Staff Handbook



A WORD ABOUT YOUTH PROTECTION

Child abuse is a serious problem in our society and, unfortunately, it can occur anywhere, even in Scouting. Because youth safety is of paramount importance to Scouting, the Boy Scouts of America continues to strengthen barriers to abuse through its policies and leadership practices, through education and awareness for youth, parents, and leaders, and through top-level management attention to any reported incidents.

Key to Success: Leadership Education and Training

Registered leaders are required to complete Youth Protection training within 30 days of registering. Parents, guardians, and any adults working with youth (whether in Scouting or not) are also encouraged to take the training.

To take the training online, go to www.my.scouting.org and establish an account. If you do not yet have your membership number, be sure to return to My.Scouting later and enter your number for training record credit.

The training must be taken every two years to remain current. If a volunteer does not meet the BSA's Youth Protection training requirement at the time of recharter, the volunteer will not be reregistered.

BSA Youth Protection Training

The BSA created Youth Protection training to address the needs of different age groups as follows.

- **Youth Protection Training for Volunteer Leaders and Parents** — Adults come away with a much clearer awareness of the kinds of abuse, the signs of abuse, and how to respond and report should a situation arise.
- **Youth Protection Guidelines: Training for Adult Venturing Leaders** — Designed to give guidance to the leaders in our teenage coed Venturing program. Supervision and relationship issues have a different focus regarding personal safety with this age group.
- **It Happened to Me** — Developed for Cub Scout–age boys from 6 to 10 years old and their parents. It addresses the four rules of personal safety: Check first, go with a friend, it's your body, and tell.
- **A Time to Tell** — A video for Boy Scout–age boys from 11 to 14 years old—the target group for most molesters. It stresses the three R's of youth protection: Recognize, Resist, and Report.
- **Personal Safety Awareness for Venturing** — Developed for youth ages 13 through 20 in the coeducational Venturing program. It deals with issues pertinent to this age group.

The BSA has Youth Protection policies to protect youth, and these same policies help protect adult volunteers. These and other key policies are addressed in the training:

- Two-deep leadership is required on all outings.
- One-on-one contact between adults and youth members is prohibited.
- Privacy of youth is respected.
- Separate accommodations for adults and Scouts are required.
- Units are responsible to enforce Youth Protection policies.

To find out more about the Youth Protection policies of the BSA and how to help Scouting keep your family safe, see the *Guide to Safe Scouting* at www.scouting.org/HealthandSafety/GSS/toc.aspx and the *Parent's Guide* in any of the Cub Scouting or Boy Scouting handbooks, or go to www.scouting.org/Training/YouthProtection.aspx.

Sea Base Staff Handbook

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What Sea Base Expects of You

In agreeing to work at the Florida Sea Base, you are affirming your commitment that while employed by the Boy Scouts of America National Council, you will conduct yourself at all times, both on and away from Sea Base, so that you are a credit to yourself, the Boy Scouts of America, and the Florida Sea Base.

The Florida Sea Base staff is a community of people who represent the values of the Boy Scouts of America. The standards are high, and as a staff member, you are accountable for complying with these conditions of employment. Adherence to these standards is an important part of your performance at the Florida Sea Base.

You must be a registered member of the Boy Scouts of America; subscribe to the Scout Oath or Promise, the Scout Law, and Declaration of Religious Principle; fully cooperate with the policies, programs, and management of the Florida Sea Base; participate successfully in the designated staff training and fulfill the job requirements specified by the Florida Sea Base through your supervisor; maintain yourself in a clean and well-groomed manner physically and morally, regardless of job assignment; show evidence of successfully completing a physical evaluation during the past 12 months using the form provided by Sea Base; and have current first-aid and CPR training.

Male and female staff need to be aware that their actions are closely scrutinized by Sea Base participants while on and off duty, on property, on the water, and in town. Any impropriety or the appearance of impropriety reflects negatively on the Florida Sea Base, as well as all of your fellow staff members.

Scouting Spirit

Sea Base staff members are employed to serve campers, advisers, and participants. We need to make sure that the Sea Base experience exceeds their high expectations. Being a Sea Base staff member means being ready to assist willingly, whenever and wherever needed.

Florida Sea Base participants deserve your best. Each staff member should constantly strive for excellence. The best staff members learn by doing and seeking how they can do better as the season progresses. Each participant expects the same top-notch experience, and it is up to the Sea Base staff to see that he or she gets it.

Mission of the Boy Scouts of America

The mission of the Boy Scouts of America is to prepare young people to make ethical and moral choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Scout Oath

On my honor I will do my best to do my duty to God and my country and to obey the Scout Law; to help other people at all times; to keep myself physically strong, mentally awake, and morally straight.

Scout Law

A Scout is:

Trustworthy	Obedient
Loyal	Cheerful
Helpful	Thrifty
Friendly	Brave
Courteous	Clean
Kind	Reverent

The Scout Oath and Scout Law are the standards by which we are measured. The ideals of Scouting come to life in Sea Base's environment. Exemplifying those ideals in your dealings with participants and staff members is one of the best things you can do this season. Your Scouting spirit will rub off on others, so keep it at its best—it will make the difference!

Sea Base Outdoor Code

Through good Scout camping,
I pledge to preserve the beauty and splendor of the Florida wilderness.
I commit myself to:

- A litter-free Sea Base
- An absence of graffiti
- Conservation and proper use of water
- Respect for the sea and its creatures
- Proper use of Florida's environment

Sea Base Mission

It is the mission of the Florida National High Adventure Sea Base to serve councils and units by providing an outstanding high-adventure experience for older Boy Scouts, Varsity Scouts, and Venturers and their leaders.

Sea Base programs are designed to achieve the principle objectives of the Boy Scouts of America:

- To build character
- To foster participating citizenship
- To develop physical, mental, and emotional fitness

Sharp Appearance

Developing character in youth by providing a safe, adventure-filled experience is Sea Base's primary objective and must be kept foremost in each staff member's thoughts. Anything that a staff member does that detracts from this purpose or impedes its achievement is inappropriate.

Personal appearance is important, since Sea Base is the showcase of the Boy Scouts of America and each staff member reflects not only on himself or herself,

but on the entire Sea Base and the BSA. Personal appearance is essential to achieving Sea Base's objective. Pride in your appearance, uniforming, and personal grooming makes you and those around you feel that you are part of a first-rate team.

If staff appearance is less than first-rate, it implies that staff attitude and performance are less than first-rate. Dirty or uncombed hair may not seem distracting to some people, but we need to err on the side of being as approachable and as impressive as possible to every participant. Each staff member shares responsibility for how the entire staff is perceived. Each staff supervisor is responsible for enforcing appearance standards within the department where assigned.

Sea Base's standards for personal appearance are the following:

- Wear a correct uniform that is clean and properly fitted.
- Personal cleanliness and hygiene are required. Staff must shower or bathe frequently, and encourage participants to do likewise.
- Beards, if worn, must be clean, trimmed, well-kept, and show evidence of grooming. Sea Base is not the place to begin growing a new beard or mustache.
- Extreme hairstyles (in the opinion of Sea Base's management) are not appropriate. Examples include: unnatural hairstyles, rattails, partially shaved heads, extreme variation in hair length from side to side, hairstyles that impair vision or job performance, patterns shaved into hair, unnatural colors, or any hairstyle that detracts from Scouting or Sea Base's image. Hair must be neatly combed and clean at all times.
- Exotic jewelry, visible body piercings, tongue rings, visible tattoos, etc., that may create a distraction, interfere with job performance, or that may jeopardize safety, are not permitted.

These standards apply to every department, including those staff who are in off-site programs. If you have any questions about these policies, please contact your staff leader.

Sea Base Staff Uniforming Policy

The Boy Scouts of America is a uniformed movement, and properly wearing the uniform at Sea Base is a job-related responsibility. Staff members are reminded that the proper uniform is required when they leave their housing area, except when leaving Sea Base property. *Staff members are required to be in uniform whenever eating meals on base.*

Appearance and dress standards are enforced at the supervisor's discretion. All staff members are required to wear the staff uniform while working for the Boy Scouts of America. Uniforms must be worn by all employees while on duty. During off time, appropriate casual dress suitable for a Scout facility may be worn. The styles of uniforms are listed below, with their intended use following each description.

Official Sea Base Field Uniform (Class A): White-collared national staff shirt (tucked in), official Sea Base activity shorts, official Sea Base belt, and shoes. Worn at a flag raising, crew arrivals, closing ceremonies, and any other time deemed appropriate.

Official Sea Base Activity Uniform (Class B): T-shirt with national staff emblem (tucked-in), official Sea Base activity shorts, official Sea Base belt, and shoes. Worn while on duty when a field uniform is not required.

Sea Base will furnish new staff with two Sea Base field uniforms, two activity shirts, two pairs of shorts, a belt, and an employee identification badge. Returning staff will receive one of each. Additional shirts and uniform parts can be purchased through the Sea Base ship's store.

Other Uniform Considerations

Jewelry—Only one small earring per ear may be worn by employees during working hours. Expensive watches or gold jewelry should not be worn to work. Chains, pendants, or bracelets may not be worn for safety reasons.

Employee Identification Badge—Employees must wear their ID badge during working hours.

Shoes—Shoes must be worn at all times while on the Sea Base grounds. Flip-flops and Teva-type sandals are acceptable.

Uniform parts from previous official uniforms, improper combinations or insignia, or partial uniforms are not acceptable. Head gear is optional; however, if worn at Sea Base, it must be an official Boy Scout or Sea Base cap or hat.

Uniform Exceptions

The only exceptions or alternatives to the uniform requirements are that staff may wear luau clothing on closing nights. Occasionally, hazardous or temporary job conditions may require special clothing. The supervisor will make the exception in each case.

Use of Tobacco Products

Smoking, vaping, and the use of smokeless tobacco are prohibited in all Sea Base buildings, tents, and vehicles. While in uniform and/or on duty, smoking, vaping, or the use of smokeless tobacco are not permitted.

Designated smoking areas are established for staff members and participants. Those staff members who must smoke are expected to set an example and use only these areas.

Pilferage

Pilferage is the theft or misuse of small supplies and materials. Theft of even small items may be grounds of written reprimand or termination. Pilferage hurts us all by reducing Sea Base supplies. Report all observed pilferage to your supervisor.

Political Activities

Sea Base is not affiliated with any political party or interest group. Staff may not display political posters or forms in or on buildings. No political information or bumper stickers may be displayed on Sea Base vehicles or vessels.

Pets

Do not bring a pet to Sea Base or acquire one during the season. Staff members may not have pets in camp. Problems with annoyance to neighboring staff members, and sanitary and hygiene problems, make this necessary.

Good Physical Condition

Good physical condition is a must for the strenuous life of a Sea Base staff member. Proper diet, health care, and getting enough rest will help you avoid becoming fatigued. In consideration of those living around you, you are asked to go quietly about your activities between 11 p.m. and 7 a.m.

You are responsible for keeping yourself physically fit and alert. Sea Base staff members face a variety of demands and emergency situations throughout the summer. It is important that every staff member remain in top physical condition.

Alcohol and Drug Abuse

The Florida Sea Base is committed to providing a safe and wholesome environment for participants and employees. Sea Base maintains a zero-tolerance policy for the use of illegal drugs or the abuse of alcohol or prescribed drugs.

The use and abuse of alcoholic beverages or abuse of prescribed or nonprescribed drugs is not permitted on Boy Scouts of America properties. Intoxicated behavior or a hangover that renders the staff member ineffective at work; contact with illegal drugs, including marijuana; using alcoholic beverages or illegal drugs on Sea Base or in uniform anywhere; drinking and driving; assisting minor staff (under 21) in obtaining alcoholic beverages; or minors seeking or obtaining alcoholic beverages are violations of the law and Sea Base policy. Violation of the zero-tolerance policy will result in immediate termination and possible prosecution.

Drug Testing

The Sea Base reserves the right to conduct drug tests when participant or staff safety is a concern. When applicable, drug testing in accordance with USCG rules will be done.

Language and Profanity

Cursing or swearing in front of participants may result in termination. Employees are required to use correct and clean language at all times.

Driving Sea Base Vehicles

Many jobs at Sea Base require you to drive Sea Base vehicles. It is a huge responsibility to drive Scouts, their leaders, and Sea Base equipment up and down Highway 1 (the Overseas Highway) in the Florida Keys. Drivers are expected to follow all traffic rules. Speeding and passing on this highway are very dangerous and jeopardize lives. Failure to follow traffic rules will result in immediate termination.

What You Can Expect From Sea Base

Open-Door Policy

Sea Base has an open-door policy. If you are not satisfied with the handling of a concern taken to your supervisor, you are free to take your concern to the next higher supervisor or to the general manager.

Paydays and Banking

You are paid twice a month—on the seventh and 22nd. All pay is by direct deposit or pay card only, depending on what you sign up for. Depending on your start date, you may not receive your first deposit until the following pay period. There are many national banks located in the Keys, and most include an ATM.

Living Quarters

As part of your employment, Sea Base will provide dormitory or tent-type living quarters. Agreeing to live in housing provided by the Sea Base does not constitute a lease or rental agreement. Decorations that leave marks or holes in the walls or furniture are not allowed. To protect its property, the Sea Base management will conduct routine, scheduled room inspections. You will be sharing a room with as many as four other staff members, so please limit the amount of personal gear you bring. Room assignments are made by the housing committee. **Members of the opposite sex are not permitted in your staff living quarters.**

Most staff members live in close proximity to other staff members and participants, thus sanitation and safety in your quarters affect those who live around you. In addition to maintaining a clean appearance of your quarters, you are also responsible for eliminating safety hazards such as open flames, overloaded electrical outlets, and food or trash that may attract rodents. Multiple outlet plugs may not be used. You will be held financially responsible for damaged or missing items from you living quarters. Graffiti or names written on the walls of any Sea Base structure are not acceptable.

A deduction of \$50 will be taken out of your final paycheck if equipment is returned dirty or damaged (unreported), or if your staff quarters are damaged or need to be cleaned. Realize that you are financially responsible for loss or damage caused to Sea Base gear or staff facilities.

Rooms tend to be humid. Do not bring humidity-sensitive items.

Training and Guidance

More than 160 staff members comprise the Sea Base team during the peak seasons. All staff members must complete a precamp training program that provides orientation and instruction for every job. Expert training is provided for some programs and jobs.

Scuba Certification

Staff members who have been medically cleared by a physician may dive if certified or enroll in a PADI open water course. Course materials are available for purchase in the Florida Sea Base Ship Store. Staff is permitted to check out Sea Base scuba gear when available.

Equipment Use

Employees are not permitted to take home any equipment or supplies. Staff members are invited to use any Sea Base program equipment that they have qualifications to use, with the exception of scuba equipment and power boats. You will need to check out the equipment and will have the responsibility for any operating costs or damages. All motorized equipment requires authorization from your supervisor. Staff members are encouraged to bring their laptops for personal use.

Petty Cash

All petty cash purchases must be recorded on a petty cash reimbursement request form. Detailed receipts must be turned in. All purchases must be approved by your supervisor prior to transactions. Unauthorized petty cash use can result in job termination.

Performance Evaluation

Job performance evaluations are conducted after three weeks and prior to departure. Additional evaluations may occur throughout the season. Reference your staff training manual or contact your supervisor for a copy of performance evaluation criteria.

Laundry

Washers and dryers are available for use from 7 a.m. to 11 p.m., seven days a week. ***Please do not overload the machines.***

Ship's Store

The Sea Base ship's store carries sun protection and boating aids, Scouting supply items, uniforms parts, sundries, and souvenirs. Special orders, at times, will be placed for staff members. These items must be paid for when they are picked up from the store.

All staff are given a 20 percent discount on merchandise in the store, with the exception of food items.

Insurance

You must provide a copy of a current health/medical insurance ID card under which you are currently covered. The accident and sickness insurance provided by Sea Base provides secondary coverage for doctors and hospital expenses. Death benefits insur-

ance is included. The coverage has exemptions such as medical conditions existing prior to arriving at Sea Base. It is important that you and/or your parents understand your coverage and its limitations.

The state of Florida provides coverage for injuries received from accidents while on the job through worker's compensation. You must report all injuries and illnesses promptly to your supervisor so you can receive proper care and the benefits of this insurance.

Awards

The Sea Base has annual awards for Sea Base Staff Member of the Year and Brinton Center Staff Member of the Year. Awards are determined by staff ballot. Staff Member of the Week awards are given for exceptional performance and are presented at weekly staff meetings as determined by staff supervisors.

Time Off

A reasonable schedule of time off is provided for each staff member. Normally it is one day a week. Time off will be arranged with your supervisor so it does not jeopardize the operation or program. Three days is the maximum number of days off that may be taken at one time. Your last five days at Sea Base must be working days. Staff members will not be permitted to use time off to leave early. Before leaving on time off, you must inform your supervisor of your itinerary so that you can be reached in an emergency.

Staff Lounge and Activities

A staff lounge with games, a library, TV, and Internet access is provided for your use and enjoyment. Games and recreational equipment are available. All staff members are expected to keep the lounge clean and orderly.

Preparing for Sea Base

All staff members must be registered with the BSA and, as an employee of the Florida Sea Base, you are required to complete the following training before you arrive:

- First aid and CPR (hands-on)
- Youth Protection training (online)
- Hazardous Weather training (online)
- Safety Afloat training (online)
- Safe Swim Defense training (online)

Please go to www.myscouting.org; you will be asked to sign up for a MyScouting account. Once you have signed up and logged in, go to E-Learning, where you will find all of the online courses. Once you have completed a course, print out the course certificate and either fax it to Cheryl Ferreri at the Florida Sea Base (305-664-2039) or bring the certificate with you. **You will not be able to start your employment until these courses are complete.**

In addition to the above required trainings, all Florida Sea Base and other national high-adventure base staff members are required to be complete the online Unlawful Harassment Prevention training prior to arrival at camp.

1. Go to the following link to access the training classroom:
<http://el.lawroom.com/bsaregistration.aspx>.
2. Using the drop-down boxes, enter or select the required information. If your council territory covers more than one state, select the state where your council headquarters is located.
3. When the required fields have been completed, you will be directed to the required training course.
4. Complete the training course and print the certificate of completion.
5. Provide a copy of the certificate of completion to us prior to camp or bring it with you when you arrive at Sea Base. We look forward to seeing you in May!

Annual Health and Medical Record

You are required to submit the Annual Health and Medical Record, completed and signed by a physician within the last 12 months. Try to have a physical exam prior to your arrival at Sea Base. Should the medical form not be completed on arrival, you can be examined locally for an established professional fee of about \$100 (your cost).

I-9 Documentation

Part 1 must be completed and submitted with your letter of employment. You can fulfill Part 2 on arrival with the required documents (such as a driver's license and Social Security card or passport).

Employee's Withholding Certificate

Fill out the enclosed W-4 form and mail it to Sea Base so there is no delay in getting you on the payroll.

Three-Year Driving Record

A three-year driving record is imperative, because all staff will drive Sea Base vehicles at some point or another during their employment. You might be driving Scouts or other staff. If your driving record has more than two offenses, Sea Base will weigh the offenses as to your responsibilities at Sea Base. Sea Base will perform a driving record check prior to your arrival. NO passengers are allowed in the back of pickups.

Sea Base Weather

December to March is the coldest time of year at Florida Sea Base, with average temperatures from the 60s to 70s. Occasionally, there are cool days with cold nights. April and May temperatures are warmer, with days getting more humid. June through September days are hot and humid, and temperatures range from the 80s to 90s. October and November cool down some and have cooler nights.

Personal Equipment

Staff members are responsible for providing their own linens, blankets, pillows, and towels. Your safest bet is to bring a set of twin-sized sheets and a blanket. In some positions, a sleeping bag is required. Most staff will have single beds (most of these are bunk beds). Please do not move Sea Base furnishings in or out of your quarters without permission.

- Sweater and jacket
- Underwear, socks, pajamas
- Toilet and sewing kits
- Towels and handkerchiefs
- T-shirt and shorts
- Long pants
- Watch
- Sunglasses
- Swimsuits
- Nonelectric alarm clock

Required Items

- At least two complete Sea Base staff uniforms
- Sheets, pillow, and a blanket or sleeping bag
- Rain suit
- Flashlight
- Laundry bag
- Duffel bag or pack

Do Not Bring

- Paintball guns
- Pets
- Firearms of any kind
- Fireworks
- Alcohol
- Illegal drugs
- Spear guns
- Drums
- Pornographic material

Sea Base Addresses and Phone Numbers

Your name, Staff
Florida Sea Base
73800 Overseas Hwy.
Islamorada, FL 33036
305-664-4173

Your name, Staff
Brinton Environmental Center
23800 Overseas Hwy.
Summerland Key, FL 33042
305-664-5640

Your mailing address depends on your job at Sea Base. Coral Reef Mates, Sailing Mates, Sea Exploring Mates, and all scuba staff use the address in Islamorada. Island Mates, Fishing Mates, and Keys Adventure Mates use the Summerland Key address. If you are unsure of which address to use, check with your staff leader.

Do not have your mail sent to the Sea Base post office box. The post office box is used for business mail only.

Emergency Telephone Numbers

Sea Base, 305-664-7766

Brinton Center, 305-393-1076

Leave these numbers at home for emergency calls. Wherever you are located, you can be reached within a few hours to return emergency calls. Explain to relatives that you may be away from the Sea Base, and you may not be reached immediately.

Telephone Use

Most cell phone services work well in the Keys. The office phone will accept personal emergency calls only. There is no staff use of the office phones or fax machine.

Shipping

UPS and FedEx provide daily delivery to the Sea Base and Brinton Center. This is the most available service if it is necessary for you to ship your baggage. Use your regular mailing address as shown when shipping via UPS or FedEx. All shipments must be prepaid. Plan to ship your baggage at least two weeks in advance of your arrival date and mark each parcel:

“HOLD FOR _____”

ARRIVAL _____ (DATE) _____

Visitors

Visitors and family members are welcome at Sea Base; however, there is no housing available, and visitors must check in at the program office. Days off vary, so do not try to plan family vacations and visits from friends around them. Due to program constraints, trips on Sea Base boats are not available to nonparticipants.

Solicitation for Profit

No Sea Base staff member shall enter into any commercial agreement in which the Sea Base participants and/or other staff are represented without the express consent of the Sea Base administration. Example violations of the policy are sales, soliciting sales, orders of inquiry, or representing commercial organizations. Patch trading is a fellowship program primarily for campers. The sale of patches by individuals is prohibited.

Termination of Employment

Trust is important to the members of the Sea Base team, and as a staff member, you are given a great deal of responsibility and trust. The guidelines in this handbook are designed to define the expectations of you during your time of employment and to provide a safe and healthy environment for you, your fellow staff members, and our participants. Failure to meet the expectations presented here can result in immediate termination of employment, probation, or suspension without pay. Termination requires an employee to vacate our facilities within four hours of notification.

Seasonal Employment

All of our seasonal camp staff fall under the category of “BSA seasonal staff.” Because of this, no person employed as a BSA seasonal staff member will work for Sea Base more than nine months in a 12-month continuous period.

Conflict of Interest

No employee may sell or represent a product or service on Sea Base property. Only items purchased by the Sea Base may be sold in the Sea Base ship’s store.

Departure Interview

Staff will be expected to return all Sea Base property in their possession. Staff must return all keys in their possession. Before departure, you must receive a final room check with the facility director.

Violations Causing Termination of Employment

Violations of the trust placed in you, related to the following items, may result in the termination of your employment. The severity of the infraction will determine the action taken. All violations will be noted in the individual’s personnel file.

- Violation of Sea Base’s alcohol or drug abuse policies
- Theft of Sea Base’s or another person’s property
- Unauthorized or personal use of Sea Base vehicles
- Violation of the law, including traffic violations
- Tardiness or absence from work
- Gross misconduct
- Fighting
- Insubordination
- Failure to wear proper uniform or to maintain acceptable appearance

- Willful damage to Boy Scout property, including graffiti
- Soliciting funds, sale of property, or use of Sea Base facilities for personal gain
- Personal use of Sea Base workstation telephones or business computers
- Possession or use of firearms
- Use or possession of fireworks or explosives
- Carelessness or deliberate failure to observe safety measures
- Tampering with fire equipment, smoke detectors, fire alarms, fire extinguishers, fire hoses, or search and rescue equipment
- Harassment of guests or staff, inappropriate conduct or language, profanity, or verbal or physical confrontation of guests or staff
- Abuse of a child or anyone else, including another staff member
- Cohabitation by unmarried couples
- Possession of pornographic material

Employment may be terminated by resignation, discharge for cause, reduction in work force, upon completion of original employment agreement, or at any time within the sole discretion of the Boy Scouts of America.

Getting to Sea Base

There are many modes of transportation to and from Sea Base and the Brinton Center. **We cannot provide any transportation to or from the airports.** You are responsible for getting yourself to the Sea Base. Approximately half of the staff members drive to Sea Base; others fly to Miami, Fort Lauderdale, or Key West, and then take a shuttle bus to the base. The following are some numbers that provide transportation to the Sea Base:

Davis Tours	954-472-2858
Emerald Transportation Service	800-524-7894
Greyhound Bus Lines	800-410-5397
Key Largo Charter Service	305-853-0661
Keys Shuttle	305-289-9997

See our website at www.bsaseabase.org for more transportation options.

When You Arrive at Sea Base

Plan to arrive during business hours. No provisions (housing or meals) are made for you before your scheduled arrival day. Early arrivals must have Sea Base management approval. Sea Base does not provide any transportation to and from the airport.

Staff Check-In Procedure

A few clerical details must be taken care of before you arrive. Have the following completed (mailed ahead of time, if possible):

- Annual Health and Medical Record
- Verification of current BSA membership and Youth Protection training
- Verification of identity and employment eligibility such as original Social Security card and valid driver's license or U.S. passport
- Valid first-aid and CPR certification
- Any other forms not mailed
- Health insurance card
- Affidavit of good moral character

Additional Policies

The policies that follow are important for you to understand as a member of the Sea Base seasonal staff. During your staff training period, these and other policies will be discussed in varying detail.

Personal Property Security

Florida Sea Base is not responsible for the loss of personal belongings. It is recommended that items of value be left at home and that you provide loss coverage for your personal effects. This may be included on your parents' homeowner's policy. Sea Base will provide a locker for you in which you can hang clothing. If you can bring a foot locker and padlock, you will have extra storage and security.

Vehicles and Parking Lot

Available parking will be designated by the program director upon arrival. You must display a Sea Base parking sticker on your vehicle. Vehicles parked in reserved and handicapped spaces may be towed. Lock all doors and windows when your vehicle is not attended. The Sea Base is not responsible for valuables left in personal vehicles.

Sea Base Security

Sea Base maintains a security program to protect Sea Base, staff members, participants, and personal property. Sea Base management maintains a close liaison with state and local agencies.

Firearms and Weapons

Personal firearms, ammunition, and other weapons are not to be possessed or used on Sea Base property under any circumstance. If you cannot avoid bringing a firearm, it must be checked in at the registration office when you arrive and checked out when you depart Sea Base. Federal law restricts the transportation of firearms across state lines, so be sure you comply.

Keys

Depending on your job description and duties, you will be assigned a key or keys to allow you to enter your assigned work area. Should you misplace or lose your keys, you will be liable for additional keys, as well as loss of equipment from that area.

Personal Boats

The Sea Base has no dockage for personal boats or storage for boats on trailers, so do not bring them.

Checking In/Out

During your off times, we need to know where you are. Check out with your supervisor when leaving Sea Base property.

Early-Leave Request

If you must leave earlier than specified in your letter of agreement, you must provide written documentation from your school or employer. In the summer season, early leave requests must be submitted by July 15 for consideration. Legitimate reasons for an early departure include education, dormitory responsibility, school activity, or job.

Any staff member who wishes to depart Sea Base during the summer season early is required to write a letter of resignation to accompany the early-leave request. Such requests may jeopardize chances for re-employment, job choice, or recommendations, depending on the reasons given.

Once a request has been submitted, it may not be changed. This is important to ensure that paychecks are accurate.

Check-Out Procedures

At the completion of your employment, you must turn in all keys to your supervisor, return all checked-out items, pay all outstanding obligations, and do a room check-out before you can receive your final paycheck. All personal belongings (gear, car, etc.) must be removed from Sea Base.

Sexism, Racism, Religious Slurs, Put-Downs

Every staff member has the right to his or her dignity and to be respected by other people. Each of us wants to be treated with respect as we do our job, as well as during time off. Each of us needs to increase our sensitivity toward what may be perceived as offensive or unwelcome to other people.

The Boy Scouts of America and Sea Base prohibit chastisement for religious or other beliefs, language, or behavior that belittles or puts down others, unwelcome advances, racial slurs, or other actions or comments that are derogatory toward any person. Each supervisor has the responsibility to maintain a work atmosphere free of harassment.

Repeated or serious offenses should be reported directly to the program director or the general manager. Each complaint will be investigated promptly and in an impartial and confidential manner. Repeated or serious offenses will result in disciplinary action or termination of employment. No staff member who reports a complaint in an appropriate manner will be subjected to reprisal or retaliation in any form.

Sexual harassment is particularly offensive. Actions that constitute sexual harassment include profane, degrading, or suggestive language; touching a person when that person does not wish to be touched; making unusual requests, propositions, or advances; and using pornography or gestures that disturb others. Sexual harassment is any form of inappropriate, abusive, threatening, or mean words or actions of a sexual nature that are unwanted, unwelcome, and/or personally offensive to the recipient and/or other people present. Sexual harassment can also occur in written form by way of offensive and unwanted emails, text messages, and handwritten notes.

Good Public Relations

Your public relations with your fellow staff members and participants is important. Teamwork is the key to success at Sea Base. When all staff talents and efforts are blended together, a successful season is assured.

Good public relations is important with our customers: the Scouts, Scouters, and families who make Sea Base possible. We should always keep in mind that they make our jobs possible, and that this is their camp.

Always make the customers feel welcome. For example, a smile and “Welcome to Sea Base” go a long way for a guest, or where it is necessary to designate a staff facility, the sign should read “staff” rather than “staff only.”

As a staff member, you will also have opportunities to strengthen Sea Base’s friendship with local communities. Every neighborhood in the Keys has community pride. When you are friendly and considerate to Sea Base’s neighbors, you generate the same spirit in them.

Be aware that in small towns such as Islamorada, Key West, Big Pine, or Summerland Key, it is obvious who is not a year-round resident, and Sea Base staff members are easily identified. When you wear the BSA or Sea Base uniform in town, your behavior reflects on the BSA and Sea Base. Trespassing on property surrounding Sea Base hurts Sea Base’s relationships. Violators are subject to prosecution by property owners.

A suggestion box is provided for input from staff members. Your ideas and thoughts are encouraged.

Gratuities and Commercial Enterprise

Staff members are prohibited from accepting gifts, gratuities, money, or favors in return for service rendered as a member of the Sea Base staff. Under no circumstances should staff members solicit any of the above considerations.

Contact or negotiations with purveyors or companies must be cleared in advance with the program director. Sea Base logos, insignia, and letterhead may not be used without permission.

Wildlife

Hunting with a gun is prohibited in the Florida Keys. There are many wildlife refuges and sanctuaries. Spear-fishing equipment during days off must follow state of Florida regulations. A license is required for fishing. Rules regarding marine life and wildlife collection will be covered during staff training.

Vehicles

Good driving habits are essential, whether in a Sea Base vehicle or your personal car. To operate a motor vehicle, you must have a current driver's license. The state of Florida requires anyone employed for more than 30 days in the state to have a Florida driver's license. You can keep your home state license valid for when you leave the state. This can be done after your arrival.

For your own personal protection, you should have adequate liability insurance. Do not lend your vehicle to any person for any reason. You are legally liable for any damage or injury caused by you or your vehicle. Personal vehicles are not to be used for Sea Base business. Only approved drivers are permitted to operate Sea Base vehicles, and only for official Sea Base business.

Small Vehicles (Golf Carts)

Sea Base maintains several golf carts for hauling small loads around the base. They are assigned to the director, food service, and the ranger staff. If you are instructed to use one of these vehicles, remember that they are absolutely not to be driven across Highway 1 and must be utilized in a safe manner. Absolutely no riders are permitted in the back of these carts.

Sea Base Points of Emphasis

Quality Staff

Someone once said that everything begins with leadership. You start a spiral up or a spiral down. At Sea Base, everything begins with a quality staff. Great care is used in the selection and training of our staff. Staff attitudes, examples, and performance set the pace for all those who attend.

Adventure

Our efforts need to be directed toward assuring that every participant has the maximum opportunity for physical, mental, and spiritual highs. All Scouts should leave with expanded horizons of how to put adventure in unit, district, and council programs.

Values

Sea Base has a lifelong impact on a person's life. Every Scout and Scouter should be committed to the ideals of the Scout Oath and Scout Law reinforced by the Sea Base experience.

Safety

High-adventure implies risks, but it does not mean taking chances. Safety measures are outlined for all areas of our operation. We need to conscientiously follow them and influence all participants by example.

Stewardship

The beauty of God's creation, the vision and generosity of volunteers, the experiences of those who have preceded us, and the lives of those who will attend are in our hands. May we be faithful stewards so that future generations can enjoy and be influenced by an experience at Sea Base.

Teamwork

The Sea Base is a team. Each staff member, no matter what his or her job is or where he or she works, has a very important role to play in the total success of Sea Base. Everything we do reflects on every other staff member and makes Sea Base the great place that it is.

Medical Contingency Plan

In the event of a **minor injury**:

- * Crew leaders should provide treatment using their own crew's first-aid kit.
- * Record all injuries on the first-aid log provided to each crew at registration.

In the event of a **serious injury**:

- * If you suspect a spinal injury, DO NOT move the patient. Call 911 and arrange for paramedics to meet you at the nearest port or dock, or call the U.S. Coast Guard (number listed below) if air evacuation is required.
- * GO TO THE CLOSEST EMERGENCY ROOM IMMEDIATELY.

Local emergency facilities are located at:

Fishermen's Hospital, 305-743-5533
3301 Overseas Highway, Marathon

Mariners Hospital, 305-852-4418
91500 Overseas Highway, Tavernier

Big Pine Medical Emergency Center, 305-872-3321
MM 30 Oceanside, Big Pine Key

Lower Keys Medical Center, 305-294-5531
5900 College Road, Key West

- * As soon as possible, and when time permits, notify Sea Base personnel.
- * The Boy Scouts of America will guarantee payment for emergency care. Notify the caregiver that you are from the Florida Sea Base.
- * Return all paperwork from the hospital to the Sea Base once the patient has been treated.

If you need assistance or if you need to notify someone from the Sea Base, contact:

Florida Sea Base (business hours)	305-664-4173
After-hours duty officer	305-664-7766
Joe Angelo—all scuba programs	305-394-5480
Capt. Luke Knuttel—all sailing programs	305-394-0365
Capt. Scott Martin—<i>island, fishing, and Keys adventure</i>	305-942-0001
Tim Stanfill (all programs)	305-393-2541
Mike Johnson, general manager	305-395-8087
U.S. Coast Guard	305-743-6388
Florida Marine Patrol	305-289-2320
Via VHF (marine) radio:	
Sea Base	channel 71/16
Brinton Center	channel 71/16
U.S. Coast Guard	channel 16
Florida Marine Patrol	channel 16

If needed, a vehicle will be made available for transportation to the hospital or other medical care provider. At least one adult leader from your crew should accompany the patient and, if possible, a staff member will accompany you.

You should do the following:

- Bring the patient's medical form to the health provider.
- Bring a copy of the accident/injury report to the hospital.
- Have the medical facility bill the Sea Base directly.
- Maintain adult leadership with the remainder of the crew.
- Coordinate with Sea Base management when contacting the family of the patient. Do not call the family on your own.

Storm Procedures

Procedures to be implemented by the Sea Base staff early in the event of a thunderstorm or gale:

1. Monitor VHF weather channel for current information. Use a handheld, if possible.
2. Ensure the safety of all participants.
3. Secure all vessel mooring lines. Use double lines and fenders where needed.
4. Lower all standing canvas, including bimini tops.
5. Tie down or snap down console covers.
6. Check that all outboard motors and sterns are clear of docks.
7. Secure any clanging halyards.
8. Tie down all small boats on the sail beach.
9. Remove any nonsecured gear from boat decks and cockpits.
10. Store indoors all garbage cans, juice machine lids, and other nonpermanent equipment from the quarterdeck.
11. Unplug TVs, VCR/DVD players, microwave ovens, and all other electronics.
12. Move chairs indoors.
13. Store all dock gear in dock boxes.
14. Remove PFDs from railings and store indoors.
15. Close door and secure staff lounge area.
16. Secure all doors and windows to dormitories and rooms.
17. Check windows and doors of all vehicles.
18. Remove flags and ensigns.
19. Staff should assemble in central area such as reception area when preparations complete to await further instructions.
20. Remain calm and reassure the participants.

Hurricane Preparation Plan

The following strategy is to be implemented in the event a serious storm threatens the South Florida area.

- Named tropical storm within five days of landfall: Serious consideration given to initiate hurricane preparations. Full plan reviewed with staff, and participants briefed.
- Serious storm within four days of landfall: Contact units scheduled to arrive as to the possibility of not departing for the Sea Base. Contact local ground transportation for evacuation assistance. Advise crews as to the possible need to rearrange flight schedules and rental car contracts.
- Named hurricane headed for South Florida: Begin storm preparations to secure facilities. Contact units scheduled to arrive at the Sea Base and advise them not to travel to the Sea Base. Contract with additional land transportation if needed. Relocate island program participants to Brinton Center. Complete all facility preparations.
- Twelve hours prior to the possible announcement of a hurricane watch: Prepare for evacuation. Information to be received from the Monroe County Disaster Preparedness Office and National Hurricane Center in Coral Gables, Florida. Initial facility preparations have begun.
- Hurricane watch announced: Implement full evacuation to an officially designated hurricane shelter.
- Hurricane warning announced: Evacuation completed. Preparation of Sea Base facilities as time allows.

Youth Protection in Scouting

Leadership Requirements for Trips and Outings

1. **Two-deep leadership:**

Two registered adult leaders, or one registered adult and a parent of a participating Scout, one of whom must be at least 21 years of age or older, are required for all trips or outings. There are a few instances, such as patrol activities, when no adult leadership is required. Coed overnight activities require male and female adult leaders, both of whom must be 21 years of age or older, and one of whom must be a registered member of the BSA.

2. During transportation to and from planned Scout outings,
- Meet for departure at a designated area.
 - Prearrange a schedule for periodic checkpoint stops as a group.
 - Plan a daily destination point.

A common departure site and a daily destination point are a must. If you cannot provide two adults for each vehicle, the minimum required is one adult and two or more youth members—*never one on one*.

3. **Safety rule of four:**

No fewer than four individuals (always with the minimum of two adults) go on any backcountry expedition or campout. If an accident occurs, one person stays with the injured, and two go for help. Additional adult leadership requirements must reflect an awareness of such factors as size and skill level of the group, anticipated environmental conditions, and overall degree of challenge.

4. **Male and female leaders must have separate sleeping facilities.**

Married couples may share the same quarters if appropriate facilities are available.

5. **Male and female youth participants will not share the same sleeping facility.**

6. **Single-room or dormitory-type accommodations for Scouting units:**

Adults and youth of the same gender may occupy dormitory or single-room accommodations, provided there is a minimum of two adults and four youth. A minimum of one of the adults is required to be Youth Protection trained. Adults must establish separation barriers or privacy zones such as a temporary blanket or sheet walls in order to keep their sleeping area and dressing area separated from the youth area.

7. **When staying in tents, no youth will stay in the tent of an adult other than his or her parent or guardian.**

8. If separate shower and latrine facilities are not available, separate times for male and female use should be scheduled and posted for showers. The buddy system should be used for latrines by having one person wait outside the entrance, or provide “Occupied” and “Unoccupied” signs and/or inside door latches.

Adult leaders need to respect the privacy of youth members in situations where the youth are changing clothes or taking showers, and intrude only to the extent that health and safety require. Adults also need to protect their own privacy in similar situations.

9. **Two-deep adult leadership is required for flying activities. For basic orientation flights, the adult licensed pilot in control of the aircraft is sufficient for the flight, while two-deep leadership is maintained on the ground.**

Scouting's Barriers to Abuse

The BSA has adopted the following policies for the safety and well-being of its members. These policies primarily protect youth members. However, they also serve to protect adult leaders. Parents and youth using these safeguards outside the Scouting program further increase the safety of their youth. Scout leaders in positions of youth leadership and supervision outside the Scouting program will find these policies help protect youth in those situations as well.

Two-deep leadership on all outings is required. A minimum of two registered adult leaders, or one registered leader and a participating Scout's parent or another adult, are required for all trips and outings. One of these adults must be 21 years of age or older.

Patrol Activities

There are instances, such as patrol activities, when the presence of adult leaders is not required, and adult leadership may be limited to patrol leadership training and guidance. With proper training, guidance, and approval by troop leaders, the patrol can conduct day hikes and service projects.

Adult Supervision/Coed Activities

Male and female adult leaders must be present for all overnight coed Scouting trips and outings, even those including a parent and child. Both male and female adult leaders must be 21 years of age or older, and one must be a registered member of the BSA.

One-on-one contact between adults and youth members is prohibited. In situations requiring a personal conference, such as a Scoutmaster's conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth.

The policy of two-deep leadership and no one-on-one contact between adults and youth members includes digital communication. Leaders may not have one-on-one private online communications or engage one-on-one in other digital activities (games, social media, etc.) with youth members. Leaders should copy a parent and another leader in digital and online communication, ensuring no one-on-one contact exists in text, social media, or other forms of online or digital communication.

Age-appropriate and separate accommodations for adults and Scouts is required.

Tenting

When camping, no one is permitted to sleep in the tent of a person of the opposite sex or an adult other than his or her own spouse, parent, or guardian. Assigning youth members more than two years apart in age to sleep in the same tent should be avoided unless the youth are relatives.

Shower Facilities

Whenever possible, separate shower and latrine facilities should be provided for male/female adults and male/female youth. If separate facilities are not available, separate shower times should be scheduled and posted.

The buddy system should be used at all times. The buddy system is a safety measure for all Scouting activities. Buddies should know and be comfortable with each other. Self-selection with no more than two years' difference in age or significant differences in maturity should be strongly encouraged. When necessary, a buddy team may consist of three Scouts. No youth should be forced into or made to feel uncomfortable by a buddy assignment.

Privacy of youth is respected. Adult leaders and youth must respect each other's privacy, especially in situations such as changing clothes and taking showers at camp. Adults may enter youth changing or showering areas only to the extent that health and safety requires. Adults must protect their own privacy in similar situations.

Inappropriate use of smart phones, cameras, or imaging or digital devices is prohibited. Although most Scouts and leaders use cameras and other imaging devices responsibly, it is easy to unintentionally or inadvertently invade the privacy of other individuals with those devices. The use of any device capable of recording or transmitting visual images in or near shower houses, restrooms, or other areas where privacy is expected is inappropriate.

No secret organizations. The BSA does not recognize any secret organizations as part of its program. All aspects of the Scouting program are open to observation by parents and leaders.

Youth leadership is monitored by adult leaders. Adult leaders must monitor and guide the leadership techniques used by youth leaders and ensure BSA policies are followed.

Discipline must be constructive. Discipline used in Scouting must be constructive and reflect Scouting's values. Corporal punishment is never permitted. Disciplinary activities involving isolation, humiliation, or ridicule are prohibited. Examples of positive discipline include verbal praise and high fives.

Wear appropriate attire for all activities. Proper clothing for activities is required.

No hazing. Physical hazing and initiations are prohibited and may not be included as part of any Scouting activity.

No bullying. Verbal, physical, and cyberbullying are prohibited in Scouting.

All adult leaders and youth members have responsibility. Everyone is responsible for acting in accordance with the Scout Oath and the Scout Law. Physical violence, sexual activity, emotional abuse, spiritual abuse, unauthorized weapons, hazing, discrimination, harassment, initiation rites, bullying, cyberbullying, theft, verbal insults, drugs, alcohol, or pornography have no place in the Scouting program and may result

in revocation of membership. For more information, please see the BSA's *Guide to Safe Scouting* and Youth Protection resources.

Units are responsible to enforce Youth Protection policies. The head of the chartered organization or chartered organization representative and the committee chair must approve the registration of the unit's adult leaders. Adult leaders in Scouting units are responsible for monitoring the behavior of youth members and interceding when necessary. If youth members misbehave, their parents should be informed and asked for assistance.

Mandatory Reporting of Child Abuse. All persons involved in Scouting must report to local authorities any good faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, exposed to any form of violence or threat, or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. This duty cannot be delegated to any other person.

Immediately notify the Scout executive of this report, or of any violation of the BSA's Youth Protection policies, so he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

Digital Privacy

A key ingredient for a safe and healthy Scouting experience is the respect for privacy. Advances in technology are enabling new forms of social interaction that extend beyond the appropriate use of cameras or recording devices (see "Scouting's Barriers to Abuse"). Sending sexually explicit photographs or videos electronically and "sexting" by cell phones is a form of texting being practiced primarily by young adults and children as young as middle-school age. Sexting is neither safe, nor private, nor an approved form of communication, and can lead to severe legal consequences for the sender and the receiver. Although most campers and leaders use digital devices responsibly, educating them about the appropriate use of cell phones and cameras is a good safety and privacy measure.

Mandatory Report of Child Abuse

All persons involved in Scouting shall report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused, physically or emotionally neglected, or exposed to any form of violence or threat, exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography; online solicitation; enticement; or showing of obscene material. No person may abdicate this reporting responsibility to any other person.

Notify the Sea Base general manager of this report, or of any violation of BSA's Youth Protection policies, so that he or she may take appropriate action for the safety of our Scouts, make appropriate notifications, and follow up with investigating agencies.

Florida Keys History

The Keys are actually a fossilized coral reef. There is very little topsoil here and very few beaches. What we do have is a wonderful variety of wildlife, sea life, and birds; not to mention the fabulous weather.

Discovered by Europeans in 1513 by Ponce de Leon's expedition, the first residents of Key West were the Calusa Indians. The battles between the Spaniards and the Indians were what gave the island its name—Cayo Hueso. In Spanish it means "Isle of Bones," for all the burial mounds that were found there. The name was later Anglicized to Key West.

In 1822, Key West was purchased from Spain by John Simonton. By the late 1820s, it was a town of approximately 2,700 people, most of whom made their living as "wreckers," or men that went out to salvage the goods from the ships that ran up on the reef during storms. Along with wrecking, there were also as many as 165 cigar factories, which later moved to what is now Tampa, and sponge fisheries, which also moved on and eventually vanished.

The saddest and most damaging industry of all was sea turtle harvesting. It was a big part of the economy and, consequently, the turtles were hunted nearly to extinction. There is now a small museum at the site of the former turtle canneries.

By the late 1800s, people began to move north and settle along the Keys, making their living by growing pineapples, coconuts, and the now-famous key limes. These fruits were transported down to Key West and to points north.

As civilization moved through the Keys, an enterprising railroad magnate named Henry Flagler decided that he would extend his Florida East Coast Railway all the way down to Key West to make use of its deepwater port. It took seven years and the loss of many lives for "Flagler's Folly" to be completed. During the construction process, two major hurricanes washed out much of the track that was previously laid, causing setbacks and much re-engineering. The railroad was completed in January 1912.

In the end, Flagler rode his train into Key West only once. He was old, sick, and blind, and died a few months after the inaugural run. The rail service ran for 20 years before the storm of 1935, a ferocious hurricane with an 18-foot tidal surge that washed the train off the track, killing approximately 300 people. All told, more than 800 souls perished in the storm.

The railroad was never the success that Flagler dreamed it would be, and the company decided not to rebuild. It sold the right-of-way to the state, which built what is now the only road in and out of the Florida Keys—the Overseas Highway—and is on the former railroad bed. Remnants of the railroad can still be seen today.

Driving from Sea Base to the Brinton Environmental Center

Florida Sea Base, Mile Marker 73.8, Bayside

As you drive south on the Overseas Highway from Sea Base mile marker 74 to Key West, you will see the famous Seven Mile Bridge. The original bridge is off to the right as you head south, and if you look closely, you will notice that the guard rails on the bridge are made of railroad track (recycling in its purest form).

Along the side of the old bridge, you will see a large pipe—these pipes also run along the new bridges. The pipes contain the water supply for all of the Keys. All of our water is pumped down from the Miami Aquifer. Please remember, water is a precious commodity in the Keys, and we do all we can to conserve. So should you.

About a third of the way across the Seven Mile Bridge and off to the right, you will see Pigeon Key. This small island, accessible only via a tram traveling along the old bridge, was once a work camp for the men who were building the bridge for the railroad and, again years later, the highway. As many as 300 men would live on the island, working around the clock to complete the railroad before Henry Flagler's death. The island now houses a small but very interesting museum with information about the construction of the railroad and highway. During the summer, the Sea Camp program (a private youth camp) uses the island for marine biology education.

At the halfway point of the trip across, you can look out and see the gap in the bridge where the main shipping channel passes through. In years past, it was a drawbridge that allowed cars and boats to pass. Recently, it played a prominent part in the movie *True Lies*. In the 1970s, the old drawbridge was replaced with the current high-rise bridge that allows even the largest ship to pass without disrupting traffic.

Towards the end of the bridge crossing, looking towards the Atlantic side, you can see the small spoil island where the opening credits of the 1960s television show "Gilligan's Island" were filmed. As we drive along the new bridges, be sure to look out and notice how narrow the old ones were. That was the entire two-lane road until the 1960s, when the increased traffic load made it necessary to build wider bridges. Be sure to keep an eye on the beautiful, ever-changing color of the water surrounding you. There are also often bottlenose dolphins, sea rays, and diving sea birds to be seen.

Further south on the Overseas Highway, you will see one of the most beautiful state parks in Florida. The Bahia Honda State Park has palm trees, sandy beaches, camping, snorkeling, and many other fun activities. It is also the site of the only remaining railroad trestle bridge, which you can see off to the left.

Brinton Environmental Center, Mile Marker 23.8, Oceanside

The Brinton Environmental Center opened for the 2001 summer and is a wonderful addition to the Sea Base operation. Made possible by a grant from the J. Porter Brinton family, the center is home to our Out Island, Fishing, and Keys Adventure programs. It is really just a starting point, as the real adventure happens out on Big Munson Island, which is owned by the BSA.

*Florida National High Adventure Sea Base
P.O. Box 1906, Islamorada, FL 33036
305-664-4173 (voice), 305-664-2039 (fax)
www.bsaseabase.org*

All staff members are asked to learn and participate
in the Sea Base Blessing before meals.

Sea Base Blessing

Bless the creatures of the sea,

Bless this person I call me.

Bless the Keys you made so grand,

Bless the sun that warms the land.

Bless the fellowship we feel,

As we gather for this meal.

Florida Sea Base Alumni and Friends Association

Mission of the SBAFA

The current and former staff and friends have come together and organized the association to provide a strong, effective, and dedicated group of individuals who promote and support the programs and staff of the Florida Sea Base, as well as the mission of the Boy Scouts of America.

We will:

- Provide information to the members of SBAFA on a regular basis concerning the growth, actions, and needs of the Florida Sea Base.
- Enable members to act as spokespeople to promote the Florida Sea Base and its programs in members' regions, councils, and local units.
- Provide assistance to current staff.
- Gather ideas and suggestions for future actions of the Florida Sea Base and to provide a forum for those ideas.
- Promote the gathering and preservation of the history of the Florida Sea Base.
- Funnel the time, talents, and assets of the membership into an accessible and usable format.
- Promote understanding of the Florida Sea Base with the surrounding environment and community.

Member Benefits

Under the Chickee

The quarterly newsletter contains the latest news of Sea Base and SBAFA.

Sea Base Reunions

SBAFA members and their families are invited to return to Sea Base and renew old friendships, make new ones, and relive the greatest times of their lives.

Staff Association Treks

Through an alliance with the Philmont Staff Association and the Charles L. Sommers Alumni Association, SBAFA members can now attend an annual alumni trek held at one of the three high-adventure bases. You can't get this opportunity anywhere else.

Website

The SBAFA website, www.sbafa.org, continues to grow in features and content. A member directory is coming soon.

SBAFA Merchandise

SBAFA has logo-branded items for purchase by members.

Membership

Membership is open to those with an affiliation with the Florida Sea Base including former staff, community members, friends, participants, and volunteers. Applications are subject to review and acceptance by the SBAFA Executive Committee. To remain an active member, dues must be paid in a timely manner.

Officers are elected from the general membership. Members may also serve on committees as established by the association.

Membership Levels

Annual—\$30

Annual membership includes a year's subscription to the SBAFA newsletter, an open invitation to all SBAFA events, participation in alumni treks, and a vote in SBAFA elections.

Current Employee Annual—\$15

A 50 percent discount is offered to all current Sea Base staff for an annual membership.

Three Year—\$75

A three-year membership includes all of the benefits of an annual membership for a three-year period.

Lifetime—\$450

Lifetime membership includes all the benefits of a regular membership, a 10 percent discount at the Sea Base ship's store, and an SBAFA logo patch. A lifetime membership may be paid over a 24-month period. See the membership registration form for payment requirements.

Join Us!

Join and pay online at www.fsbshipstore.com. Or, just complete this form and mail with your payment payable to:

Sea Base Alumni and Friends Association
P.O. Box 858
Islamorada, FL 33036

Cash Check

Visa* MasterCard* Discover*

* A \$5 convenience fee will be added to all credit card charges.

Credit card number

Name on card

Signature

Expiration date

Membership level

Life Members Only:

Enclosed is my first installment of: \$ _____

(A minimum deposit of \$50 is required.)

Help send a Scout to Sea Base by donating to the FSB Scholarship Fund! Please list the amount you would like to contribute: \$ _____

Total Enclosed: \$ _____

Member Information:

Name: _____

Address: _____

City/state/zip: _____

Email: _____

Home phone No.: _____

Cell phone No.: _____

Please tell us where and when you worked at Sea Base, or your connection with the Sea Base.

Thank you!



Prepared. For Life.®