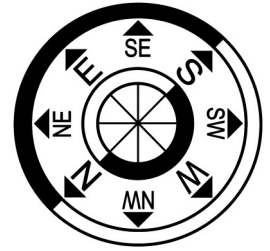


Compass Points :: Site Administration



A directed study course as a part of the Compass Points certificate program

Course Summary

The Site Administration course is a self-directed study that will involve you visiting a camp and retreat center and interviewing their staff related to hospitality, food service, maintenance, and communications/registrations/office management (most participants choose a center that is larger than their own). The portfolio piece will be a 5-7 page paper that pulls together what you learned from your visit and what you gleaned from the required reading. This paper is due one month after the visit is completed (no later than one month before your Capstone course, if this is your graduation year).

The cost for the course is \$100.00. When we receive your payment, we will send you a digital copy of the curriculum by email.

Contact Information for Curriculum Request

Name _____ Email Address _____

Street Address _____

City _____ State/Province _____ Postal Code _____

If you would like to pay by check, please mail this completed form and your check (payable to PCCCA) to Joel Winchip, PCCCA, 9935 Tealridge Lane, Charlotte, NC 28277. If you would like to use a credit card, please contact Joel Winchip at joel@pccca.net for an online invoice.

If you have any questions about the Site Administration course and/or how to purchase it, please contact Joel Winchip at joel@pccca.net or 803.322.0232.