

# 4-H EVENT/OPPORTUNITY: Knolmes 4-H Camp Counselor

**DATE / DEADLINE:** Applications are due to the OSU Extension Office no later than **December 1 by 5:00 p.m.**

## PROGRAM DESCRIPTION:

The 4-H Camp Counselors are a group of 4-H teens selected to assist in being responsible for campers ages 8-14 during 4-H camp. As a result of participation, counselors will develop knowledge, skills, attitudes and aspirations needed for adult success, and the Knox and Holmes County 4-H program will be strengthened and expanded. The week of Knolmes camp is June 5 - 9, 2022. Roles and Responsibilities of 4-H Camp Counselors include:

- Attend required trainings prior to camp
- Market and promote camp
- Serve in a leadership and teaching role to other counselors
- Serve on committees or other groups to plan programs at camp
- Conduct self in an appropriate manner before, during, and after camp while serving as a role model to campers and peers
- Assist staff and other counselors with camp activities; work as a team to implement the activities
- Know and understand all safety guidelines, including emergency procedures, associated with the camp and program areas
- Follow and enforce camp rules
- Assure for safety of campers at all times including in cabins, sessions, and large group activities
- Be aware of child protection regulations and report any child abuse, sexual abuse, or neglect in accordance with university policy
- Identify and respond to camper behavior issues
- Ensure campers' health and hygiene, e.g., brushing teeth, eating meals, taking medication, etc.
- Promote camper participation during camp
- Lead and supervise campers in activities at camp including but not limited to songs, teambuilding challenges, group activities, challenges, etc.
- Teach and lead campers at workshops or during other components at camp (table setting, song leading, etc.)
- Mentor and give guidance to campers to encourage positive youth development and enhancement of life skills

## REQUIREMENTS:

- Must be at least **14 years old as of January 1, 2022**
- Must be able to get transportation to meetings and events as needed
- Must be a 4-H member in good standing
- Must complete a minimum of 22 hours of training. **(11 hours of scheduled meetings and 11 hours outside of scheduled meetings). See attached page - meetings dates are set now.**
- Must complete Policy 1.50 training
- Must read and sign Code of Conduct form, and have a current Ohio 4-H Health History form on file (by camp start)
- All applicants must provide two non-family references
- If the individual is 18+ year old at least two months prior to camp, the individual must have their background check conducted

## SELECTION PROCESS:

- Once an application has been completed and turned back in by **December 1st at 5 p.m. (no late applications will be accepted)**, an interview will be scheduled for **December 14 (Knox)** and **December 16 (Holmes County)** with a make up day of **December 20th (Knox 9:30am to 12pm; Holmes 2:00 pm to 4:30 pm)**.  
<https://signup.com/go/aAFYSnA> or scan the QR code ⇨
- Once the interview has been completed, applicant will be notified of the decision if they have been chosen as a camp counselor for **Knolmes County 4-H Camp June 5-9, 2022.**



**THE OHIO STATE UNIVERSITY**

COLLEGE OF FOOD, AGRICULTURAL,  
AND ENVIRONMENTAL SCIENCES



**Ohio4h.org**

CFAES provides research and related educational programs to clientele on a nondiscriminatory basis. For more information: [go.osu.edu/cfaesdiversity](http://go.osu.edu/cfaesdiversity).  
Last Updated by H.K. Epley, 12/2015

**2022 4-H CAMP COUNSELOR APPLICATION**  
**Knolmes Camp- Knox & Holmes County**

**MEETING DATES/TIME/FREQUENCY**

- 4-H Camp Counselors meet the following dates throughout the year:

**Individual Camp Meetings**

**Knox County**

*(Rasmer 4-H Activity Center) \**

**January 18 – 6 to 7:30 p.m.**

**February 15 – 6 to 7:30 p.m.**

**March 15 – 6 to 7:30 p.m.**

**April 12 – 5:30 to 6:30 p.m.\*Camp Open House  
6:30 to 7:30 p.m. Meeting**

**Holmes County**

*(JFB Office, Holmes County Fairgrounds)*

**January 20 – 6 to 7:30 p.m.**

**February 17 – 6 to 7:30 p.m.**

**March 17 – 6 to 7:30 p.m.**

**April 21 – 5:30 to 6:30 p.m.\*Camp Open House  
6:30 to 7:30 Meeting**

**Combined Camp Meetings**

- February 21st - Full Day Camp Planning @ Harvest Ridge (Holmes Co., Camp Open House planning)
- April 5, 26, from 6-8 PM at the Hot Spot in Danville
- May 3, 17, 31 from 6 to 8 PM at the Hot Spot in Danville
- June 2 from 6 to 8 PM at the Hot Spot in Danville

**Other Dates to Get on Your Calendar**

- February 22nd - Holmes County 4-H Open House @ Harvest Ridge
- Camp Ohio Winter Workshop - April 2, 2022 (10 - 4:30pm) \*Register by March 19
- MXC - March 6 and 7, 2022 -Times TBD in Columbus
- CCW - April 22 & 23rd @ Camp Ohio- Times TBD
- Cloverbud Events (Knox Co.)
- Carteens (Knox Co.)
- Camp Open House (Knox and Holmes) - See dates above (April 12, April 21)
- Reach out to either Educator and make sure you have hours for this area\*

- Counselors are expected to notify Extension Educator if an absence is unavoidable.

**TO APPLY:**

- Complete the following application in its entirety
- Turn in reference forms from two non-family members.
- Read and sign the Camp Counselor Code of Conduct form
- Return all materials to the Knox County or Holmes County Extension Office by December 1 at 5 PM**

2022 4-H CAMP COUNSELOR APPLICATION  
Knolmes Camp- Knox & Holmes County

Name \_\_\_\_\_

Age (January 1) \_\_\_\_\_ Date of Birth \_\_\_\_\_ (00/00/0000)

Home Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Email \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Is texting an option? (circle) Yes No

School Attending: \_\_\_\_\_ Grade in School: \_\_\_\_\_ Years in 4-H: \_\_\_\_\_

*In case of injury or accident, notify:*

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Phone \_\_\_\_\_

What projects did you take in 2021? Please note it is required to complete a 4-H project a year prior to counseling at 4-H Camp. \_\_\_\_\_  
\_\_\_\_\_

Years attended 4-H Camp as Camper? \_\_\_\_\_ Years as a 4-H Camp Counselor? \_\_\_\_\_

Why do you want to be a camp counselor/counselor in training? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What traits, skills, or special experiences do you have that would benefit you in this position? (Please include experiences working with children and youth.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What skills or contributions will you add to the counselor team in making sure camp is successful? (such as First Aid, Babysitter's Course, Recreation, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What hobbies and/or special interests do you have that you would like to share? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list 2 of your strengths. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name 1 camp theme idea and describe how you would implement theme at camp. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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4-H CAMP COUNSELOR CODE OF CONDUCT

I, \_\_\_\_\_ agree that if selected, I will participate in the 4-H Camp Counselor Training Program. I understand that this is a training period and only once I complete my certification am I permitted to be a counselor at 4-H Camp.

I understand that I am taking on a different role at camp. I am applying to serve other, not to go purely for my own enjoyment. By signing below, I acknowledge that I have read and agree to abide by the above responsibilities if selected as a camp counselor. I understand and agree that I will be asked to call my parents/guardian immediately to pick me up if I conduct myself in an irresponsible manner, which includes being out of my cabin after hours and/or the possession or use of tobacco, alcohol, illegal drugs or fireworks.

I will be expected to:

- ✓ Attend the required number of counselor training sessions. I understand I will be dismissed if I am not able to complete the required training.
- ✓ Abide by the No Cell Phones at Camp Policy (note: unless otherwise authorized by Extension staff)
- ✓ Treat other peers with respect.
- ✓ Not bully fellow counselors or participate in goat-play or hazing.
- ✓ Conduct myself as a positive role model and be responsible.
- ✓ Set a good example by not using profanity or telling off-color jokes, and stories.
- ✓ As a 4-H member, not have in my possession tobacco, alcohol or illegal drugs.
- ✓ Not have possession of harmful objects without specific authorization from the camp director, including but not limited to: knives of any kind (pocket, utility, etc.), lighters, matches, fireworks, explosives, firearms, weapons, etc.
- ✓ No pornography or other sexually oriented materials including nudity in visual or written materials including similar content.
- ✓ Be a responsible cabin counselor and ensure campers are provided guidance towards a safe and fun week.
- ✓ Ensure that all campers are supervised by counselor staff at all times. Be sure that all campers know that they must remain on the camp grounds at all times and are responsible for their behavior at all times.
  - Get to know each of the campers personally and by name.
  - Have all campers, including myself check in any of their medications with the nurse.
  - Make sure each camper uses personal hygiene.
  - Make sure that all of my campers are familiar with camp facilities and camp rules
  - See that all campers are involved in all activities. Make sure no one is excluded.
- ✓ Check for illness or injury, but don't make much of a "fuss" about minor things. Go with hurt or sick campers to the nurse no matter how minor the ailment.
- ✓ Follow guidelines for lights out, and cabin supervision. Be in my cabin with my campers at all times between the hours of "Lights Out" and "Rise and Shine."
- ✓ Never discipline a camper by ridicule or physical punishment; patience and understanding works best.
- ✓ Urge safety at all time. Take time to explain how and why to do something safely.
- ✓ Work as a team to plan, organize and conduct all camp activities.
- ✓ Be flexible with counseling and adult staff.
- ✓ Participate in camp promotion.
- ✓ Follow leadership of camping program through adult advisors/volunteers/staff.

I certify that the all the information being submitted is correct, and understand that failure to comply with these rules could result in probation, or loss of counseling position for the year.

Applicant's Signature \_\_\_\_\_  
Parent/ Guardian Signature \_\_\_\_\_

Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**2022 4-H CAMP COUNSELOR**  
**APPLICATION Knolmes Camp- Knox & Holmes County**  
**REFERENCE FORM**

\_\_\_\_\_ is applying as a camp counselor at 4-H Camp this summer. The camp counselor selection committee would like your input about the qualities and ability to fulfill the responsibilities of a counselor. The information you include will not be shared with the applicant. Please complete this reference form based on *your* knowledge and/or observations. Thank you for your help.

1. Please mark how you would evaluate the applicant's qualities, using this scale:

	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>	<b>Not Known</b>
Responsibility					
Communication skills					
Respect for others					
Dependability					
Enthusiasm					
Flexibility					
Patience					
Initiative					
Resourcefulness					
Ability to work with children (age 5-10)					
Ability to work with children (ages 11-14)					
Ability to work with other teens					
Ability to work with adults					

2. Please write any additional comments here or attach a separate paper if needed:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please return no later than December 1**

OSU Extension, Knox County  
 Attn: Jana Mussard  
 160 Columbus Road P.O. Box 1268  
 Mount Vernon OH 43050

OSU Extension, Holmes County  
 Attn: Janessa Hill  
 111 East Jackson Street  
 Millersburg, OH 44654

E-mail: [mussard.4@osu.edu](mailto:mussard.4@osu.edu) or [hill.1357@osu.edu](mailto:hill.1357@osu.edu)

**Please note:** Please submit in a sealed envelope. For questions contact the OSU Extension Office at 740-397-0401 (Knox) or 330-674-3015 (Holmes)

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