

**4-H EVENT/OPPORTUNITY:** 4-H Camp Counselor

**DATE / DEADLINE:** Applications are due to the Clermont County Extension Office on **Friday, January 5, 2018.**

**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 Clermont County 4-H program will be strengthened and expanded. 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 15 years old by January 1, 2018.
- Must be able to get transportation to meetings and events as needed.
- Must complete a minimum of 24 hours of training.
- Must complete Child Abuse Awareness training.
- Must Sign Standards of Behaviors, complete the Code of Conduct form, and have a current Ohio 4-H Health History form on file.
- Applicants must provide two 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:**

- Individuals who complete the application and fulfill application requirements will be contacted regarding the selection process.

**MEETING DATES/TIME/FREQUENCY**

4-H Camp Counselors meet on a regular basis from January through June (training schedules will be distributed at interviews). Counselors are expected to notify the Extension Office if an absence is unavoidable.

**TO APPLY:**

- Complete the application in its entirety
- Read and sign the Standards of Behavior and Camp Counselor Code of Conduct forms
- Return all materials to the Clermont County Extension Office by Friday, January 5, 2018



## Returning 4-H Camp Counselor Application

**DUE:** Friday, January 5, 2018

**RETURN TO:** OSU Extension, Clermont County, 1000 Locust Street, P.O. Box 670, Owensville, OH 45160

**COUNSELOR FEE:** \$80 (covers training expenses, food, counselor t-shirt) must accompany application

**CRITERIA:** Must be at least 15 years old as of January 1, 2018. Please see position description for full explanation of expectations and requirements.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ MI \_\_\_\_\_

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

County \_\_\_\_\_ 4-H Club \_\_\_\_\_ T-Shirt Size \_\_\_\_\_

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

E-mail Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Is texting an option?  Yes  No

Do you have a Facebook account?  Yes  No

If yes, what name is it under? (This is so we can create a group) \_\_\_\_\_

2018 School Calendar (if known):

Spring Break \_\_\_\_\_ Last Day of School \_\_\_\_\_ Graduation \_\_\_\_\_

*In case of injury or accident, notify:*

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

### CAMP PROGRAMMING

1. Suggest a camp theme \_\_\_\_\_

*(Not used in the past 5 years)*

2. List 2 unique workshop/session ideas that complement your theme suggestion (45 minutes)

3. List 2 unique Games/Evening Programs/Guest Speakers that complement your theme suggestion

4. Check 1 activity in each column that you are willing to assist with planning and teaching:

	Crafts		Flags
	Nature		Vespers
	Dance		Signatures / Candle Lighting
	Candle Making		Campfire
	Songs		Evening Activities



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**2018 4-H CAMP OPTIONS:**

If selected, I am available to be a counselor at:

\_\_\_\_\_ County Camp      June 8<sup>th</sup> – 12<sup>th</sup>      4-H Camp Graham

\_\_\_\_\_ Cloverbud Camp      Mid-Late June: TBD      4-H Camp Graham

**EXPERIENCE**

Number of years as a Camp Counselor \_\_\_\_\_

**What skill(s) did you improve as a result of your experience as a counselor in 2018?**

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**How is your experience of being a camp counselor helping define yourself as a leader?**

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**LEADERSHIP GOALS AND WHAT STEPS YOU WILL TAKE TO ACHIEVE THEM. BE SPECIFIC.**

(Ex. I want to improve leading a group **by** volunteering to chair one camp activity committee and making sure that everyone on the committee participates in the planning.)

1)

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2)

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3)

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## Ohio 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 others, 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, the possession of an electronic device and the possession and/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 electronic devices 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 \_\_\_\_\_

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

Parent/ Guardian Signature \_\_\_\_\_

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



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Activities and Programs with Minor Participants
Office of Human Resources – Policy 1.50
Standards of Behavior for Minor Participants

Standards of Behavior for Minor Participants Participating in
Activities and Programs with Minor Participants

Minors participating in activities and programs with minor participants sponsored by Ohio State are required to
conduct themselves according to the following standards of behavior. These standards operate in conjunction with
the guidelines and regulations of the specific activity or program.

Minor participation expectations:

- Be responsible for own behavior and uphold high standards for the group and accept consequences for inappropriate behavior
• Support and abide by the group's designated leader
• Practice good citizenship, leadership and self-control
• Follow the direction of activity or program staff and/or leaders
• Demonstrate positive sportsmanship and attitudes at all times which is becoming of a leader
• Show respect to others, be courteous and respectful
• Use appropriate language at all times

The following behaviors and actions are not permitted at The Ohio State University in activities or programs with minor
participants:

- Unsportsmanlike conduct, unethical, immoral conduct
• Improper language, e.g., profanity
• Possession or consumption of alcohol and illegal drugs, including the use of tobacco by a minor
• Possession or use of harmful objects with the intent to harm or intimidate others, e.g., weapons, fireworks
• Boys in girls' rooms/restrooms and vice versa
• Destruction of property
• Violation of established curfew, when applicable
• Disrespect of adults, other participants, volunteers, staff and/or those in leadership positions
• Belittling others/putting others down and being disrespectful of individuals' differences
• Aggressive physical behavior, e.g., fighting
• Taking property that belongs to others
• Other conduct determined to be inappropriate for youth development by the event chair or designated Ohio State faculty/staff

Violations of the standards of behavior will be handled as follows:

1. If a chaperone is present for the minor involved in the violation, this person will be made aware of the violation.
2. The parents will be notified of the incident and actions taken. When necessary, arrangements will be made to remove the minor
from the activity or program.
3. The minor can/may be barred from participating in future Ohio State activities and programs with minor participants.
4. When warranted (e.g., violation of law) the situation may be turned over to the appropriate law enforcement authority.

I, \_\_\_\_\_, as a participant in an activity or program with minor participants, \_\_\_\_\_ 4-H Camp,
(name of minor, print) (name of activity/program, print)

have read these standards of behavior and agree to accept and follow them. I also accept the consequences for my
actions if I choose not to follow the standards of behavior.

Minor signature Date

I, we \_\_\_\_\_ have read the standards of behavior and support my minor's participation in the
(parent/guardian, print) activity/program.

Parent/guardian signature Date

