

Cooperative Extension

Agriculture	(920) 232-1971
Community Development	(920) 232-1972
Family Living	(920) 232-1973
4-H Youth Development	(920) 232-1974

2018 4-H Camp Counselor Application Materials Winnebago County 4-H Summer Camp: July 5-8, 2018

Application is due Monday, December 11, 2017
Applicants must be enrolled in 4-H at time of submission

Interviews: Sunday, December 17, 2017 (times to be determined)
James P. Coughlin Center, 625 E. County Rd. Y, Oshkosh, WI 54901

This packet contains:

- Brief Descriptions for Youth Camp Staff Positions
- Camp Counselor Application with Required Questions
- 2 Adult Recommendations that need to be completed by non relatives (one is a 4-H adult, and one is a non-4-H adult)
- Interview Time Request Sheet

The following items are due from you by December 11, 2017:

- Application
- Answers to the application questions
- Interview time request sheet

The two Adult Recommendations should be sent directly to the Extension Office and be received by **December 11, 2017**. It is helpful to include a pre-addressed, stamped envelope with your recommendation form when giving it to the person writing the recommendation. It is also recommended that you follow up with your references to ensure that they have completed your form and sent it in on time.

When applying to be a Summer 4-H Camp Counselor, keep in mind that your commitment is beyond the one week of summer when camp occurs. You will be expected to promote camp at local 4-H club meetings, actively attend 4-H camp planning meetings, and participate in post-camp evaluation. At the time of interviews, please bring your calendar with any dates that may be scheduling conflicts for trainings through the winter, spring, and summer months. There will also be an optional statewide camp counselor training held at Upham Woods from April 21-22, 2018 ***All summer camp counselor applicants must be registered 4-H members in 9th grade or above at the time their application is submitted.***

We look forward to reviewing your applications and planning for an awesome 2018 Summer 4-H Camp!

2018 4-H Summer Camp Committee

Winnebago County UW-Extension



Winnebago County 4-H Camp Youth Position Descriptions/Expectations

Junior Director – must have past camp experience

- Reports directly to the Camp Committee and 4-H Youth Development Staff
- Works with Camp Committee, 4-H Youth Development Staff, and Camp Staff to plan camp/trainings
- Acts as liaison between camp staff and Camp Committee/4-H Youth Development Staff
- Assists in developing the overall camp schedule and planning large group activities
- Coordinates all camp announcements
- Assists in a variety of tasks including organization of program areas, including reviewing lesson plans, taking photographs, and other necessary camp tasks
- Following camp, assists with promotion by organizing a camp booth at county fair and other opportunities

Cabin Counselor

- Works directly with campers
- Participates in programs with their cabin campers
- Develops short lesson plans to prepare for cabin time activities and nightly reflections
- Cabin counselors assist program staff with activities

Program Staff – Crafts

- Develops and leads craft activities
- Adult staff will help with program development if needed
- Compiles lesson plans and supply lists for camp program one month prior to camp

Program Staff – Nature

- Develops and leads nature activities
- Adult staff will assist with program development if needed
- Compiles lesson plans and supply lists for camp program one month prior to camp

Program Staff – Recreation

- Develops and leads recreation activities
- Adult staff will help with program development if needed
- Compiles lesson plans and supply lists for camp program one month prior to camp

Program Staff – Drama

- Develops and leads drama activities
- Adult staff will help with program development if needed
- Compiles lesson plans and supply lists for camp program one month prior to camp

For all counselors, there are the following expectations:

- **All positions are expected to provide a safe, inclusive camp experience**
- **Promote Summer Camp at your 4-H Club and at least one other club through a formal presentation. This can be done individually or in a small group.**
- **There will be a mandatory team building FUNdraiser to assist in camp costs. Date to be determined.**
- **All positions are required to participate in pre- and post-camp activities.**



Winnebago County 4-H Summer Camp Youth Staff Application

Upham Woods Outdoor Learning Center, July 5-8

Application Deadline: December 11, 2017

Name: _____ Date: _____
First Middle Initial Last

Address: _____
Street & Number City State Zip

Home Phone: _____ Cell: _____

Best phone number to reach you: _____

Email: _____

How would you prefer to receive pre-camp information? Mail Email Groupme (text messages)

What grade are you currently in?

- 9th Grade 10th Grade 11th Grade
 12th Grade 13th Grade

What is your previous camp experience?

Number of years as a camper: _____ Location and type of camp: _____
Number of years as a counselor: _____ Location and type of camp: _____

Position(s): Please mark the positions you are applying for by ranking, in order of preference, with **1** being your first choice, **2** being your second choice, etc.

- ____ Junior Director ____ Cabin Counselor
____ Crafts Program Staff ____ Nature Program Staff
____ Drama Program Staff ____ Recreation Staff

Please list your references and the date you contacted them below:

Non-4-H Contact Name: _____ Date: _____

4-H Contact Name: _____ Date: _____

Additional Questions: To help the selection committee gain a better sense of your knowledge and experience, please type your answers to the following questions on an additional page:

- 1. Share two experiences of when you were in a leadership position in the past year. What did you learn from that experience, and how will these help you as a camp counselor?**
- 2. Give a scenario that involves a camper behaving inappropriately. Explain how, as a camp staff member, you would resolve the situation.**
- 3. Share two expectations that you have of yourself and fellow camp staff. Why are these expectations important to you and to the team overall?**

4-H SUMMER CAMP REFERENCE FORM

(from a 4-H adult reference)



Name of 4-H Member: _____

As part of the process for selecting youth for Winnebago County 4-H Camp Staff, the selection committee is seeking recommendation and information for each candidate. Please provide us your input, to the best of your ability, regarding the following areas:

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Unknown</u>
• Leadership qualities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Maturity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Participation in 4-H program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Responsibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Positive attitude	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• Will positively represent the 4-H program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide additional comments regarding the above topics as well as this youth leader's ability to work with younger children in the space below or on the back of this page:

Print Your Name: _____

Title: _____

Signature: _____

Date: _____

Phone Number: _____

Email: _____

PLEASE RETURN THIS FORM TO THE ADDRESS BELOW BY DECEMBER 11, 2017

Winnebago County 4-H is a program of the Winnebago County UW-Extension.

THANK YOU!

4-H Camp Committee
625 E County Rd Y, Suite 600
Oshkosh, WI 54901-8131

University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. An EEO/AA employer. University of Wisconsin Extension provides equal opportunities in employment and programming, including Title IX and American with Disabilities (ADA) requirements.

4-H SUMMER CAMP REFERENCE FORM (from a non-4-H adult reference)



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• Participation in 4-H program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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THANK YOU!

**4-H Camp Committee
625 E County Rd Y, Suite 600
Oshkosh, WI 54901-8131**

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Interview Time Request Sheet

Counselor Name: _____

Interviews will be approximately 15 minutes on Sunday, December 11.

Please cross out any times that you are **not** available. Then number your preferences for interview times with 1 being the best, 2 the next best, and so on.

**Your preferences will be taken into consideration but are not guaranteed.*

Interview Times

___ 12:20pm ___ 1:20pm ___ 2:20pm ___ 3:20pm
___ 12:40pm ___ 1:40pm ___ 2:40pm ___ 3:40pm
___ 1:00pm ___ 2:00pm ___ 3:00pm ___ 4:00pm

If there is an extenuating circumstance preventing you from being available for an interview on December 17, please indicate below.

****** Return this sheet with your application materials ***
You will be contacted after December 11 to confirm your
scheduled interview time.**