2014 4-H Summer Camp Counselor Application

(Please check one)

_____ TEEN COUNSELOR Application (14 or older)
_____ COUNSELOR-IN-TRAINING Application (13 years old)

Counselor Information

First Name: _______________________ Middle Name: ___________________ Last Name: _______________________

Address: ____________________________________________ City, State, Zip: ____________________________

Primary Phone Number: ________________________________ Alternate Number: ________________________

Age: ______________________ Birthdate: ____________________________ Grade Completed: _______________

Have you ever been a summer counselor for 4-H?  □ Yes  □ No  When? ____________________________

Teen Leadership and Volunteer History

List all community service/volunteer positions with the current or most recent first, account for all time periods, including Middle School. Attach a separate sheet of paper, if needed, with more information.

Present/Last Supervisor: _____________________________________ Phone Number: ________________________

Address: __________________________________________________ Dates of Service: _________________________

Summary of Duties:
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________

Present/Last Supervisor: _____________________________________ Phone Number: ________________________

Address: __________________________________________________ Dates of Service: _________________________

Summary of Duties:
___________________________________________________________________________________________
___________________________________________________________________________________________
___________________________________________________________________________________________
Education Record

List school(s) attending

Name of School: ____________________________ Location: ____________________ Grade Completed: _________

Name of School: ____________________________ Location: ____________________ Grade Completed: _________

References

List 2 references that we may contact who are familiar with your work performance. Use personal references, (not a relative) only if you have no volunteer/community service references.

☐ Volunteer/Community Service Reference  ☐ Personal Reference

Name: ____________________________ Occupation: ____________________ Years Known: ____

Address: ____________________________ Phone Number: ____________________

☐ Volunteer/Community Service Reference  ☐ Personal Reference

Name: ____________________________ Occupation: ____________________ Years Known: ____

Address: ____________________________ Phone Number: ____________________

Important: Please read and sign.

I declare that all statements and answers on this application are true and complete and agree that any untruth, misleading answers, omission, concealment or failure to answer any questions fully, completely and accurately will be grounds for termination of volunteer status. I authorize Levy County 4-H to check my references. I agree to comply with all 4-H policies, rules and regulations.

Levy County is a drug free workplace, and as such is committed to providing an environment that encourages and supports a healthy, productive workforce and ensures safe working conditions.

__________________________________________  ____________________________
Signature of Applicant                      Date

__________________________________________  ____________________________
Signature of Parent/Legal Guardian         Date
2014 Summer Camp Counselor Job Description

Once school is out for the summer, many parents seek out a summer camp program in which to enroll their children. To ensure the camp runs smoothly, teen counselors are hired to oversee the group of campers and engage the children in activities throughout the day. These counselors are relied upon to look out for the safety and enjoyment of campers.

Education

- Each counselor hired will complete mandatory counselor training before the first day of camp.

Skills

- Applicants should be responsible teenagers with experience in dealing with children. A friendly demeanor is essential in maintaining optimum camp experience. Teen counselors should be mature, yet able to relate to children while maintaining a supervisory role. Teen counselors also must have a lot of energy to keep up with lively campers.
- Many camp counselors excel in one area. An art enthusiast may be needed to instruct arts and crafts activities. Athletically-inclined teens may assist children in learning new sports. Teens who are interested in the performing arts may be useful in leading the campers in song.

Responsibilities

- Teen camp counselors must supervise campers, ensuring proper attention to health, happiness, discipline and safety.
- Planning and implementing activities for campers is also required of teen counselors. Counselors should encourage participation in these activities and social interaction among all campers.
- Teen counselors should lead campers by example with regard to personal appearance, dining etiquette and relationships with other counselors. They are not to use inappropriate language or discuss inappropriate topics at ANY TIME during camp.
- All teen counselors will share and rotate responsibilities, such as cleaning up after lunch.

Compensation

- Teen counselors may work on a volunteer basis, receive camp stipend (scholarship), and/or receive volunteer hours credited toward their educational requirements.

Resumes

- By working a job as a summer camp counselor, teens can begin to build their resume of extra-curricular activities. Experience gained as a camp counselor appeals to private high schools with strict admissions policies, and may also be considered when applying to college.

Assist Campers in Activities

- Counselors should assist campers in all activities. This can be challenging. While some campers benefit from working out problems on their own, others need guidance. Safety is generally a good criterion for judgment. For instance, a camper learning how to model clay may be best left to her own devices. A camper attempting to master archery, however, should receive instruction.
**Supervise Campers**

- Counselors should make sure that someone knows where campers are at all times. Most counselors are required to do a head count in the morning, monitor cabin clean-up, check that all campers are present at meal times, repeat a head count at bed check and make sure that campers do not leave their bunks at night.

**Follow the Rules**

- Counselors are not just supervisors, but to some extent rule enforcers. They must ensure that all camp rules are followed and encourage campers to follow rules. Counselors are also required to bring rule infractions to the attention of the adult staff.

**Assist Senior Staff**

- Counselors should also be prepared to perform a variety of tasks for senior staff, such as the camp director. This can include running of errands. Counselors should also be able to spot problems that have not yet come to the attention of senior staff. An effective counselor is also a troubleshooter.