4-H EVENT/OPPORTUNITY: 2020 Wood County 4-H Camp Counselor

DEADLINE: Applications are due to the OSU Extension Office no later than December 9, 2019.

TO APPLY:
- Complete and sign the application.
- Turn in reference forms from two non-family members.
- Read and sign the Standards of Behavior and Camp Counselor Code of Conduct forms.
- Return all forms listed above to the Wood County Extension Office by December 9, 2019

REQUIREMENTS:
- Must be at least a freshman in high school and 14 years old at time of application.
- Must be able to get transportation to meetings and events as needed.
- Must complete a minimum of 24 hours of training. (2 of these hours must be on-sight for first time counselors).
- 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 by April 1st, the individual must have a BCI background check conducted.
- A $50 deposit is required by January 2 of counselors for each camp attending.
- If selected, counselors are required to work a counselor shift in the Milkshake Barn. Counselors will then receive their $50 deposit upon completion.

SELECTION PROCESS:
- Applicants must attend the Camp Counselor Interview and Orientation on December 18 from 7-9 pm at the OSU Extension Office. An email will be sent to all applicants. Please make sure your email listed on the application is the email you wish to be contacted. Please contact the Extension office if you have questions. 419-354-9050.

MEETING DATES/TIME/FREQUENCY/TRAINING
- 4-H Camp Counselors meet the following dates throughout the year: Junior Camp Counselors will meet from 6-8 pm. Senior Camp Counselors will meet from 7-9 pm.
  - January 2 (9:30am-3:30pm) January 16 February 5
  - February 20 March 12 April 2
  - April 16 (Camper Round-up) April 21 May 12
  - May 26 (Jr Camp Only) June 10 (Sr Camp Only)
  (Some dates may change due to unforeseen circumstances.)

WOOD COUNTY CAMP DATES: Counselors must be at camp from counselor move-in thru final check-out day
- Jr Camp: June 3-6, 2020 (grades 3-4-5)
- Sr Camp: June 19-23, 2020 (grades 5-6-7-8)
OTHER COUNSELOR OPPORTUNITIES: Contact the Extension office for more information.
MXC State Training at 4-H Center- Feb 22-23 (due Jan 31)
Ohio 4-H Conference in Columbus- March 14 (due Feb 1)
Buckeye Leadership Workshop – March 25-29 (due Feb. 20)
Camp Palmer Counselor Training- TBD

PROGRAM DESCRIPTION:
The 4-H Camp Counselors are a group of 4-H teens selected to assist in being responsible for campers during 4-H camp. As a result of participation, counselors will develop knowledge, skills, attitudes and aspirations needed for adult success, and the Wood County 4-H program will be strengthened and expanded. Roles and Responsibilities of 4-H Camp Counselors include:

- Attend required trainings prior to camp and one 4-H Camp or more if you choose.
- 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.
- 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.
- As a first-year counselor, if you miss a meeting, you will be expected to complete make-up assignments.
- Counselors are expected to notify the Extension Office if an absence is unavoidable.
- 4-H Camp Counselors will be trained on topics such as the camp counselor core competencies; risk management, including active shooter guidelines, emergency protocols, and child abuse recognition.
WOOD COUNTY 4-H CAMP APPLICATION

Name ____________________________________________
Age (as of Jan 1, 2020) _______ Date of Birth _______________ (00/00/0000) Grade ______
Home Address _______________________________________________________________________
   (Street)   (City)   (State)   (Zip)
Email ____________________________ Home Phone ____________________________
Cell Phone ____________________________ Is texting an option? (circle) Yes No
4-H Club ____________________________ School ____________________________
# of Years I Attended 4-H Camp _______ Other camp _______ What camp? _______________
Parent or Guardian:
Name ____________________________ Relationship ____________________________ Cell Phone ____________

Depending on the return rate of tenured counselors, you may be selected to participate at Jr Camp only, Sr Camp only or for both camps. Check which camp(s) you wish to be considered.

____ Junior 4-H Camp   (June 3-6)
____ Senior 4-H Camp   (June 19-23)

Why do you want to be a camp counselor? ____________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Ohio 4-H
What traits, skills, or special experiences do you have that would be of benefit to 4-H Camp? (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? ________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

What other activities are you involved in? _________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Please list two of your strengths. _________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

What three words would a friend use to describe you? _________________________________

What camp themes do you suggest for this year? _________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
What Camp Activity would you feel most comfortable leading? ________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Is there anything else we should know about you? ________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________
Activities and Programs with Minor Participants
Office of Human Resources – Policy 1.50
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 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, 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 activity/program.

Parent/guardian signature Date

The Ohio State University – Office of Human Resources hr.osu.edu
Policy 1.50 Activities and Programs with Minor Participants – Standards-Minors
Revised 11/21/14
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 roughhousing, horse-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.
   o Get to know each of the campers personally and by name.
   o Have all campers, including myself check in any of their medications with the nurse.
   o Make sure each camper uses personal hygiene.
   o Make sure that all of my campers are familiar with camp facilities and camp rules
   o 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 ____/_____/_____
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:

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<th>Qualities</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
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2. Please write any additional comments here:

Signed: ________________________________ Date: ______________________
Printed Name: ________________________________
Relationship to Applicant: ________________________________
Address: ______________________________________________________________________________
Email: _________________________________________ Phone: ________________________________

Please return no later than December 9, 2019
OSU Extension, Wood County
Address: 639 S. Dunbridge Rd Bowling Green, OH 43402
E-mail: roth.4@osu.edu
Phone: 419-354-9050

Please note: Please submit in a sealed envelope. For questions contact the OSU Extension Office.
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Ohio 4-H