

# IT'S TIME TO GET READY FOR 4-H SUMMER CAMP!!

Even though it is still very cold outside, I want to look forward to hot weather and with that I think of 4-H Summer Camp! This year, camp will be July 17-20, 2018. Anna Treague and I have been busy revamping the leadership positions available to youth. We've expanded the opportunities for younger youth to be involved. Youth as young as 10 can apply to be Cloverbud Day Camp Junior Counselors. Also, instead of having Counselors-in-Training (CITs) we are changing the name to Junior Counselor. There are position descriptions that outline responsibilities of each position. Please read through the entire packet of position descriptions so you are well-informed and apply for the desired position(s). If youth ages 14 and under are not selected for a leadership position at Summer Camp, they can still register to attend camp as a camper.

We plan to select camp staff based on maturity instead of age and also anticipate making final decisions about camp staff in June but provide youth leadership training for all applicants. We also plan to give everyone interview experience, just like any other summer job!

**SO, the tentative timeline for applying to be a part of camp staff includes:**

Sunday, March 11th	All staff applications DUE
April 8th 2:00-4:00	Summer Camp Staff Training for Cabin Counselors, Jr. Counselors, and Resource/Activity Counselors. We will do Real Colors training, learn some new camp games and activities to do with campers, and select a camp theme
May 6th 2:00-5:00	Summer Camp Staff Training for Cabin Counselors, Jr. Counselors, and Resource/Activity Counselors. We will cover the following topics: Understanding Campers, Attitude, and Staff Responsibilities
May 20th 2:00-5:00	Cloverbud Day Camp Counselor and Jr. Counselor training (Understanding Campers in grades 5K-2nd grade) and camp planning
June 10th? 2:00-5:00	Summer Camp and Cloverbud Day Camp Interviews.  Summer Camp Staff Training for Cabin Counselors, Jr. Counselors, and Resource/Activity Counselors. We will cover the following topics: Problem Solving, Environment/Safety, Emergency Procedures
June 22nd	Final Camp Staff position selection complete for Summer Camp and Cloverbud Day Camp (once camp registration is closed and interviews conducted)

The hope is that by putting dates for training and planning out there now, before you apply for the position, you will be well-informed about the camp training and planning process. Anna and I hope that many of the great youth leaders who have been involved with camp in previous years will join us again and that this new staffing model will allow youth to increase the number of years they can gain experience working in camp settings while also allowing younger youth to be involved with the youth leadership 4-H project.

All in an effort to make the best better,

Beth Rank, 4-H, Youth & Family Educator and Anna Treague, 4-H Camp Director

# **BURNETT COUNTY 4-H CAMP POSITION DESCRIPTION**

## **Summer Cabin Counselor**

### **SUMMARY**

A Summer Cabin Counselor will represent Burnett County 4-H in a positive, professional manner. He/she will work with the Summer Camp Director, 4-H Youth Development Educator, Summer Intern, and Camp staff members to ensure a safe, positive, fun and challenging learning experience for all campers. This position is unique in that the Cabin Counselor, along with Junior Counselor, will be directly responsible for campers in his/her cabin (see specific responsibilities below) He/she will get to know each camper in his/her cabin. This Counselor will ensure that cabin rest time and free time are enjoyable while meeting the needs of the campers and the purpose of the time.

### **RESPONSIBILITIES**

- Serve as the primary caregiver, mentor, teacher and support person of campers within his/her cabin.
- Provide for the safety and health needs and concerns of all campers.
- Get to know each camper in his/her cabin. Aim to spend equal time with each camper during camp.
- Be a positive role model for campers (behavior, dress, and language).
- Supervise campers at all times, and assist with instruction of campers.
- Work as a team member with the entire camp staff, and participate in all camper and counselor activities.
- Ensure that teamwork and good sportsmanship are emphasized in all activities.
- Help plan and prepare activities for each camp session.
- Assist Lifeguard with water safety during scheduled swimming and water activities.
- Maintain a clean, safe cabin and campsite, and enforce risk management policies and procedures.
- Learn and lead camp songs and stories when assigned.
- Assist with the evening camp programs, such as dances, skits, campfires, night hikes and evening snacks.
- Attend all summer camp training and planning meetings.
- Assist with light maintenance of the entire camp facility before and after camp.
- Provide feedback about camper as requested by parents when they arrive for closing ceremonies. Focus on the positive experiences each camper had at camp. Be honest and kind.
- Fulfill any other duties deemed necessary by the Summer Camp Director or 4-H Youth Development Educator.

### **QUALIFICATIONS**

- Must be at least 14 years of age as of the first day of camp.
- Demonstrated maturity and responsibility.
- Positive attitude, enthusiastic, and willingness to work as the member of a team.
- Demonstrated leadership skills, good organizational skills, attention to detail, and reliability.
- Excellent group motivation and communication skills.
- Eager to accept new responsibilities and follow through.
- First Aid and CPR certification helpful.

### **SUPERVISORS**

Summer Camp Director and 4-H Youth Development Educator

# **BURNETT COUNTY 4-H CAMP POSITION DESCRIPTION**

## **Summer Camp Junior Counselor**

### **SUMMARY**

A Summer Camp Junior Counselor will represent Burnett County 4-H in a positive manner. He/she will assist the Cabin Counselor, Summer Camp Director, 4-H Youth Development Educator, Summer Intern, and Camp Staff members to ensure a safe, positive, fun and challenging learning experience for all campers. This position is unique in that the Junior Counselor will assist the Cabin Counselor and learn from him/her as they assume responsibility for campers in their cabin. The Junior Counselor will assist the Cabin Counselor with cabin time and serve as an example/role model for campers.

### **RESPONSIBILITIES**

- Assist Cabin Counselors with taking care of and supporting campers.
- Get to know each camper in his/her cabin. Aim to spend equal time with each camper during camp.
- Be a positive role model for campers (behavior, dress, and language).
- Assist Cabin Counselors, camp staff, and external resource educators with instruction of campers.
- Work as a team member with the entire camp staff, and participate in all camper activities. Act as a model camper.
- Ensure that teamwork and good sportsmanship are emphasized in all activities.
- Assist Camp Staff and guest presenters with preparing activities for each camp session, as needed.
- Help maintain a clean, safe cabin and campsite.
- Assist Cabin Counselors with the evening camp programs, such as dances, skits, campfires, night hikes and evening snacks, as needed. Be proactive; ask if they need help before and (as appropriate) during each event.
- Attend all summer camp training and planning meetings.
- Assist with light maintenance of the entire camp facility immediately before and after camp.
- Fulfill any other duties deemed necessary by the Summer Camp Director or 4-H Youth Development Educator.

### **QUALIFICATIONS**

- Must be at least 12 years of age as of the first day of camp.
- Demonstrated maturity and responsibility.
- Positive attitude, enthusiastic, and willingness to work as the member of a team.
- Desire to learn about and gain experience in camp counseling.
- Eager to accept new responsibilities and follow through.
- First Aid and CPR certification helpful, but not necessary.

### **SUPERVISORS**

Summer Camp Director and 4-H Youth Development Educator

# **BURNETT COUNTY 4-H CAMP POSITION DESCRIPTION**

## **Summer Camp Resource Counselor**

### **SUMMARY**

A Summer Camp Resource Counselor will represent Burnett County 4-H in a positive manner. He/she will assist the Cabin Counselor, Summer Camp Director, 4-H Youth Development Educator, Summer Intern, and Camp Staff members to ensure a safe, positive, fun and challenging learning experience for all campers. This position is unique in that the Resource Counselor will assist camp staff during peak activity times during the day and will not stay overnight at camp, unless bunks space is available.

### **RESPONSIBILITIES**

- Assist camp staff with taking care of and supporting campers, as needed.
- Be a positive role model for campers (behavior, dress, and language).
- Assist Camp Director and 4-H Youth Development Educator, camp staff, and external resource educators with instruction of campers, especially during educational rotations.
- Assist Camp Director and 4-H Youth Development Educator during youth staff free time.
- Work as a team member with the entire camp staff.
- Encourage teamwork and good sportsmanship in all activities.
- Assist Camp Staff and guest presenters with preparing activities for each camp session, as needed.
- Help maintain a clean, safe cabin and campsite.
- Attend all summer camp training and planning meetings.
- Assist with light maintenance of the entire camp facility before and after camp, as needed.
- Fulfill any other duties deemed necessary by the Summer Camp Director or 4-H Youth Development Educator.

### **QUALIFICATIONS**

- Must be at least 12 years of age as of the first day of camp.
- Demonstrated maturity and responsibility.
- Positive attitude, enthusiastic, and willingness to work as the member of a team.
- Desire to learn about and gain experience in camp counseling.
- Eager to accept new responsibilities and follow through.
- First Aid and CPR certification helpful, but not necessary.

### **SUPERVISORS**

Summer Camp Director and 4-H Youth Development Educator

# **BURNETT COUNTY 4-H CAMP**

## **POSITION DESCRIPTION**

### **Cloverbud Day Camp (CDC) Counselor**

#### **SUMMARY**

A Cloverbud Day Camp Counselor will represent Burnett County 4-H in a positive manner as he/she works with the Summer Camp Director, 4-H Youth Development Educator, Summer Intern, and other CDC Counselors to provide a safe, positive, fun and challenging learning experience for all day campers.

#### **RESPONSIBILITIES**

- Assist counselors with taking care of and supporting day campers.
- Get to know each day camper.
- Work as a team member with the entire camp staff, and participate in all camper activities.
- Be a positive role model for day campers (behavior, dress, and language).
- Provide developmentally appropriate instructions for each activity taught to day campers.
- Assist day campers in following directions offered by other staff.
- Ensure that teamwork and good sportsmanship are emphasized in all activities.
- Assist counselors with preparing activities for each camp session.
- Help maintain a clean, safe cabin and campsite.
- Attend staff training and planning meetings.
- Assist with light maintenance in the entire camp facility immediately before and after day camp.
- Fulfill any other duties deemed necessary by the Summer Camp Director, 4-H Youth Development Educator, or Summer Intern.

#### **QUALIFICATIONS**

- Must be at least 12 years of age as of the first day of camp.
- Demonstrated maturity and responsibility.
- Positive attitude, enthusiastic, and willingness to work as the member of a team.
- Desire to learn about and gain experience in camp counseling.
- Eager to accept new responsibilities and follow through.
- First Aid and CPR certification helpful, but not necessary.

#### **SUPERVISORS**

Summer Camp Director and 4-H Youth Development Educator

# **BURNETT COUNTY 4-H CAMP**

## **POSITION DESCRIPTION**

### **Cloverbud Day Camp (CDC) Junior Counselor**

#### **SUMMARY**

A Cloverbud Day Camp Junior Counselor will represent Burnett County 4-H in a positive manner as he/she works with the Summer Camp Director, 4-H Youth Development Educator, Summer Intern, CDC Counselors and other CDC Junior Counselor to provide a safe, positive, fun and challenging learning experience for all day campers.

#### **RESPONSIBILITIES**

- Assist staff with taking care of and supporting day campers.
- Be a positive role model for day campers (behavior, dress, and language).
- Work as a team member with the entire camp staff, and participate in all camper activities.
- Assist day campers in following directions offered by other staff.
- Encourage teamwork and good sportsmanship in all activities.
- Assist staff with preparing activities for each camp session.
- Attend CDC specific training and planning meetings.
- Help maintain a clean, safe cabin and campsite.
- Assist with light maintenance in the entire camp facility immediately before and after day camp.
- Fulfill any other duties deemed necessary by the Summer Camp Director, 4-H Youth Development Educator, and Summer Intern.

#### **QUALIFICATIONS**

- Must be at least 10 years of age as of the first day of camp and no longer be a Cloverbud project member.
- Demonstrated maturity and responsibility.
- Positive attitude, enthusiastic, and willingness to work as the member of a team.
- Desire to learn about and gain experience in camp counseling.
- Eager to accept new responsibilities and follow through.

#### **SUPERVISORS**

Summer Camp Director and 4-H Youth Development Educator



# BURNETT COUNTY 4-H SUMMER CAMP

## Staff Application

Send to: Burnett County 4-H UWEX Burnett County, 7410 County Rd K #107, Siren, WI 54872

*Application must be received no later than 1:00 p.m. on March 11, 2018*

*(Before the 4-H Junior Leaders meeting)*

Name:	
Age as of July 17, 2018:	
Address:	City/Zip:
Phone:	Email:
4-H Club (if applicable):	Gender: (circle) M F

Look at the position descriptions then indicate staff positions which you are applying for.  
 1=priority 2=acceptable NI=not interested NQ=not qualified for

<input type="checkbox"/>	Cabin Counselor (14+)	<input type="checkbox"/>	Cloverbud Day Camp Counselor (12+)
<input type="checkbox"/>	Junior Counselor (12+)	<input type="checkbox"/>	Cloverbud Day Camp Junior Counselor (10+ and no longer eligible to participate as a Cloverbud)
<input type="checkbox"/>	Resource/Activity Counselor (12+) (Does not stay in cabin unless space allows)		

Rate the age group you would prefer to be camp staff for campers: \_\_\_ Ages 8-9 \_\_\_ Ages 9-10 \_\_\_ Ages 10-11

### Camp Experience

List camps (4-H and non 4-H) which you have attended within the past three years:

Camp	Year(s)	Describe your role (camper, counselor, junior counselor)

### Areas of Interest

In the following areas, I: I = Have Interest in E = Have Experience in L = Prefer to Lead

<input type="checkbox"/>	Flag Ceremony	<input type="checkbox"/>	Outdoor Cooking	<input type="checkbox"/>	Campfire	<input type="checkbox"/>	Camp Photographer
<input type="checkbox"/>	Camp Songs	<input type="checkbox"/>	Arts and Crafts	<input type="checkbox"/>	Waterfront	<input type="checkbox"/>	Drama & Skits
<input type="checkbox"/>	Large Group Games	<input type="checkbox"/>	Small Group Games	<input type="checkbox"/>	Educational Activities	<input type="checkbox"/>	Evening program
<input type="checkbox"/>	Fishing	<input type="checkbox"/>	Sports	<input type="checkbox"/>	Night Hike	<input type="checkbox"/>	Indoor Activities
<input type="checkbox"/>	Canoeing	<input type="checkbox"/>	Nature	<input type="checkbox"/>	Sports	<input type="checkbox"/>	Music at the Dance
<input type="checkbox"/>	Other (specify):						

**Certifications**

What certifications do you have?

	First Aid		CPR		Lifeguard		Other (specify):
Circle the certifications you have an interest in receiving training for:    First Aid    CPR    AED Child & Adult							

**Training and Experience**

Why do you want to be a part of camp staff? \_\_\_\_\_

\_\_\_\_\_

What do you want to learn from your experiences as a camp counselor? \_\_\_\_\_

\_\_\_\_\_

Please list leadership roles you have held in a camp environment: \_\_\_\_\_

\_\_\_\_\_

Please list other applicable leadership trainings and experiences you've had: \_\_\_\_\_

\_\_\_\_\_

What have you learned from your prior experiences that can help you do your best this year? \_\_\_\_\_

\_\_\_\_\_

**Camp Theme**

Suggest one camp theme:

\_\_\_\_\_

Now describe how/why you think this theme could:

- Offer high quality educational programming

\_\_\_\_\_

- Would fit well into our outdoor recreation time

\_\_\_\_\_

- Be easily recognizable/relatable by youth ages 8-11

\_\_\_\_\_

**References**

List two 4-H Leaders or other adults who would be willing to recommend you for 4-H Camp Staff:

Name:	Relationship to applicant:	Phone:

Applicant's Signature: \_\_\_\_\_

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