October 2016

APPLY TO BE A LORAIN COUNTY 4-H CAMP COUNSELOR!

Dear 4-H'er:

If you are interested in being a Camp Counselor for any of our 2017 camping opportunities, you need to complete this application, turn it in by Monday, December 5th, 2016 and make an appointment for an interview. You need to be at least 15 years of age by the first day of training (Jan 9th) to be considered as a Junior Camp counselor. Cloverbud Day Camp counselors need to be a minimum of 13 years of age by the first day of training (Jan 9th).

An interview will be required of ALL camp counselor applicants this year, whether or not you have been a counselor previously. Call the Extension Office at 440-326-5851 to schedule an interview time. Here are the days and times reserved for interviews: (Interviews will take approximately 15 minutes).

All interviews will be conducted on the dates below at the Extension Office:

Monday, December 12th, 2016 4:00 p.m. to 8:00 p.m.
Monday, December 19th, 2016 9:00 a.m. to 4:00 p.m.

These are the ONLY dates on which interviews will be conducted. All applicants will be notified with a letter mailed by January 2nd.

COUNSELOR TRAINING DATES:

Don’t apply to be a camp counselor if you can’t attend most of the training sessions. Junior Camp Counselors will only be allowed to complete 6 hours of make-up training assignments, if you don’t participate in a minimum of 24 hours of training in the scheduled sessions. Cloverbud Day Camp counselors will be required to participate in a minimum of 14 hours of training. Training meetings are held at the Extension Office unless otherwise designated. You are expected to attend all training sessions. If you do not attend enough training sessions to be sufficiently qualified to do the job of a counselor, you will not be taken to camp.

Additional counselor trainings and workshops will be available. The dates will be announced later if not included on the attached calendar.

CAMP DATES:

Cloverbud Day Camp  June 20-21  TBD
Junior 4-H Camp  July 3-7  Kelley’s Island

Counselor Fees: Camp counselor training fees will be covered again this year by Lorain County 4-H Endowment and 4-H Advisory Committee.

OSU Extension plans to accept approximately 26 teens for Junior 4-H Camp counselor training. This has always been one of the most rewarding most remembered experiences that 4-H’ers have the opportunity to participate in. But, it is also one of the most demanding and requiring the most Responsibility, with a capital “R”. Additionally 12-15 will be selected for 4-H Cloverbud Day Camp.

Sincerely,
Elizabeth Share
Extension Educator, 4-H Youth Development
**ALL APPLICATIONS ARE DUE BY DECEMBER 5, 2016**

Date Received __________

In Extension Office

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**4-H CAMP COUNSELOR APPLICATION - LORAIN COUNTY**

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Name (First) ____________ (Middle) ____________ (Last) ____________

Present Address (Street or Route, City, State, Zip) __________________________

Best e-mail address for you to be reached ____________________________

Date of Birth ____________________ Age ____________________ 4-H Club ____________________ Years in 4-H ____________________

(Expect/Day/Year) (as of 1/9/17) ____________________ ____________________ ____________________

Best phone number for you ____________________ School You Attend ____________________ Grade Level ____________________

In case of injury or accident, notify:

Name ____________________ Relationship ____________________ Phone ____________________

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Check the counselor opportunities which you would like to be considered for:

____ 4-H Cloverbud Day Camp ___________ June 20-21 K-2nd Graders TBD

____ Junior 4-H Camp ___________ July 3-7 3rd – 8th Graders Kelley’s Island

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**4-H CAMP EXPERIENCE:**

Number of years as camper: ________ Cloverbud Day Camp ________ Junior Camp ________ Horse Camp

Number of Years as counselor: ____________ Cloverbud Day Camp ________ Junior Camp ________ Horse Camp

List your responsibilities as a camper: __________________________

__________________________

__________________________

List your responsibilities as counselor: __________________________

__________________________

__________________________

__________________________

__________________________

__________________________

__________________________
OTHER CAMP EXPERIENCE: (Conservation Camp, Leadership Camp, Forestry, Scout Camps, School Camps, Farm Bureau Youth Camp, Church Camps, etc.)

<table>
<thead>
<tr>
<th>Camp Name</th>
<th>Describe Experience/Responsibilities/Year Attended</th>
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1. Are there any activities that will conflict with attending counselor training meetings, or any of the 4-H Camps? Circle YES or NO. If yes, what is (are) the conflict(s) and how do you propose working around them?

_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

2. Why do you want to be a camp counselor?
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

3. What traits, skills, or special experiences do you have that would benefit you in this position? (Please include experiences working with children and youth.)
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

4. 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.)
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

5. What hobbies and/or special interests do you have that you would like to share?
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________

6. Please list two of your strengths.
_______________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
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 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.
- Conduct myself with maturity as a staff member, not a camper!
- 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."
- Realize while at camp that counselors are responsible for the welfare of all campers at all times. There are no hours when counselors are “off duty”.
- Give each child a safe, pleasant and enjoyable camping experience. Kids are our business. They must be our number one priority at camp!
- 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.
- Be sure that all campers know that they must remain on the camp site at all times unless in a supervised planned activity or session with camp staff and understand this applies to counselors also.
- Be on time at meals, classes and activities.
- Supervise meal times by being attentive to camper's behavior at all times. (Counselor at each table at Jr. Camp)
- Be flexible – plans do change – and rains do come.
- Communicate and discuss problems with adult staff and 4-H Educator.
- Spend time with campers, NOT in counselor cliques.
- Plan, prepare for and carry out my assigned responsibilities for sessions, activities, and camp duties.
- Keep all counselor handouts, plan sheets, etc. organized in a notebook or folder.
- Maintain proper counselor/camper relationships.
- Support counselor and adult staff and not undermine others.
- 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.

Specific Jr. Camp Counselor Responsibilities:
1. Help campers assigned to my cabin get settled in the cabin and acquainted with other campers.
2. Familiarize all of my campers with Kelley’s Island camp grounds through a tour of camp.
3. Have one counselor sleep in bottom bunk to right of the door.
4. Be in my cabin with my campers between the hours of “lights out” and “rise and shine”.
5. Review the camp program of activities with my campers daily.

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.

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 do not conduct myself in the manner exemplified in the above counselor responsibilities.

Applicant’s Signature _________________________________ Date __/_____/_____
Parent/ Guardian Signature ______________________________ Date ____/_____/_____
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
(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

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
2017 4-H CAMP COUNSELOR TRAINING DATES

COMBINED COUNSELOR TRAINING DATES:

Monday, January 9th  5:30 – 8:30 p.m.  Extension Office
Monday, January 16th 5:30 – 8:30 p.m.  Extension Office
Monday, January 30th  5:30 – 8:30 p.m. Extension Office
Monday, February 6th  5:30 – 8:30 p.m. Extension Office
Monday, February 20th  5:30 – 8:30 p.m. Extension Office
Monday, March 6th   5:30 – 8:30 p.m.  Extension Office
Monday, March 13th   5:30 – 8:30 p.m.   TBD
Monday, April 3rd   5:30 – 8:30 p.m.     Extension Office
Monday, April 10th   5:30 – 8:30 p.m.     TBD

JR. 4-H CAMP COUNSELOR TRAINING DATES:

Sunday, May TBA Kelley’s Island Training
Monday, May 15th  5:30 – 8:30 p.m.  Extension Office
Monday, June 5th 5:30 – 8:30 p.m.  Extension Office
Monday, June 26th  5:30 – 8:30 p.m. Extension Office
Thursday, June 29th  9:00a.m. – 1:00 p.m.  Extension Office - Final Packing day
Sunday, July 2nd  5:00 p.m. Extension Office – Loading of Materials/Luggage

4-H CLOVERBUD DAY CAMP COUNSELOR TRAINING DATES:

Monday, May 1th   5:30 – 8:30 p.m.  Extension Office
Monday, May 22nd  5:30 – 8:30 p.m.  Extension Office
Monday, June 19th 3:00 – 7:00 p.m. TBA
Monday, June 19th Loading of Materials at Ag Office to go to Carlisle Visitor Center

ALTERNATIVE TRAINING CREDIT DATES:

Saturday & Sunday, Feb. 18 and 19  State MXC Counselor Training program at the 4-H Center in Columbus. Cost is $50 if registered by January 31st. Meet counselors from around the State, learn new ideas, and develop your counselor skills. Contact the Lorain County 4-H Office at 440-326-5851 for the registration and scholarship information. (This will count for 6 hrs. of training credit).
TBA (End) of March, 2017

**Buckeye Leadership Workshop** at Recreation Unlimited in Ashley, Ohio. This will count towards training hours. Cost is $350 if registered by February 18\(^{th}\). Meet teens from around the State, learn new ideas, and develop your leadership skills.

Contact the Lorain County 4-H Office at 440-326-5851 for the registration and **scholarship** information. (This will count for 10 hrs. of training credit).

March 11, 2017

**Ohio 4-H Teen Conference** at the Greater Columbus Convention Center in Columbus. Cost is $35. Meet youth from around the State, learn new ideas, and develop your networking skills.

Contact the Lorain County 4-H Office at 440-326-5851 for the registration and **scholarship** information. (This will count for 4 hrs. of training credit).