4-H Camp Counselors and Alumni Camp Counselors!

We are seeking enthusiastic 4-H members and young alumni to serve as camp counselors for Junior and Senior Shooting Sports Camps!

Current 4-H’ers will be eligible to be camp counselors for Junior Shooting Sports Camp June 29-July 2nd, arriving on the afternoon of June 28th. Youth must be at least 14 years old as of January 1, 2017. Any youth wishing to assist at camp in any capacity will need to complete the camp counselor application and training; this includes Shooting Sports Junior Leaders as they do also have cabin responsibilities. If you are serving as a camp counselor in your county, you will still need to complete this application.

Alumni are encouraged to apply to be camp counselors for Senior Shooting Sports Camp July 24-29th, arriving on the afternoon of July 23rd. You will be required to complete the enclosed application, training and appropriate background checks.

All counselors will be required to complete the training requirements as outlined in the position description. Training will be offered during the adult workshop at Canter’s Cave 4-H Camp April 28-30th. This training is $45. Youth who are serving as camp counselors in their counties are not required to attend, but it is recommended. If you are completing your training through your county, we will be communicating with your county 4-H Professional to confirm successful completion.

What do I do as a Shooting Sports Camp Counselor? Serving as a camp counselor at shooting sports camp is no different than at any other camp. You are expected to serve as role models for your campers, supervise campers, provide good cabin management, participate fully in activities, keep track of campers, lead songs, games, etc. and assist with other camp activities as needed. At Shooting Sports Camp, campers participate in discipline specific sessions with adult instructors. You will be assigned a discipline and will assist the adult instructors as needed. If you are a trained Shooting Sports Junior Leader, we will do our best to assign you to the discipline you are trained. This is not guaranteed as all disciplines will need help. Final counselor selections will be announced after the counselor training during the Adult Workshop and all interviews are completed.

We hope you will consider applying to be a camp counselor for Ohio 4-H Shooting Sports Camps. These camps provide youth a great learning experience, but we think they are also just a lot of fun! It takes great volunteers to make these possible, and that includes exceptional camp counselors.

Please let Christy or Larry know if you have any questions!

Sincerely,

Christy D. Clary
Extension Educator, 4-H Youth Development
OSU Extension, Brown County
clary.42@osu.edu 937-378-6716

Larry Harris
Ohio 4-H Shooting Sports Coordinator
harris.870@osu.edu 740-286-4058
**4-H EVENT/OPPORTUNITY:** 4-H Shooting Sports Camp Counselor

**DATE / DEADLINE:** Applications are due to the OSU Extension Office-Brown County no later than March 15th, 2017 by 4:30pm

**PROGRAM DESCRIPTION:**
4-H Camp Counselors are a group of 4-H teens selected to assist in being responsible for campers ages 9-18 during 4-H camp. As a result of participation, counselors will develop knowledge, skills, attitudes and aspirations needed for adult success, and the 4-H Shooting Sports program will be strengthened and expanded. Roles and Responsibilities of 4-H Camp Counselors include:

- Be a member or young volunteer in good standing.
- Attend required trainings prior to camp
- 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.
- Promote camper participation during camp
- 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

**REQUIREMENTS:**
- Must be at least 14 years old January 1st, 2017.
- Must be able to get transportation to meetings and events as needed.
- Must complete a minimum of 24 hours of training; 6 of these must be on site.
- 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 at least two months prior to camp, the individual must have their background check conducted.

**SELECTION PROCESS:**
- Individuals who complete the application and fulfill application requirements will be contacted regarding the selection process.
- All applicants must complete an interview. Applicants who fulfill the application requirements will be contacted with details.

**MEETING DATES/TIME/FREQUENCY**
Shooting Sports Camp Counselors will receive training April 28-30 at Canter’s Cave 4-H Camp. Training may be completed in your home county and by attending other counselor training sessions around the state. Please contact Christy Clary or Larry Harris for information on required training and requirements. It is the counselors’ responsibility to make arrangements to complete training.

**TO APPLY:**
- Complete the application in its entirety.
- Turn in completed reference forms from two non-family members.
- Read and sign the Standards of Behavior and Camp Counselor Code of Conduct forms.
- Return all materials to the Christy Clary, OSU Extension Brown County by March 15th, 2017
Ohio 4-H Shooting Sports Camp Counselor Application

DUE: March 15th, 2017
RETURN TO: Christy Clary, 325 W. State Street, Bldg. B, Georgetown, OH 45121
TO APPLY: Must be at least 14 years old as of January 1, 2017. Please see position description for full expectations and requirements.

First Name: __________________________ Last Name: __________________________ MI: ____

Street Address: ____________________________________________________________

City: __________________________ State: ____ Zip: ______________

Home Phone: __________________________ Email Address:________________________

Cell Phone: __________________________ Is texting an option? (circle) Yes No

Age as of 1/1/17: ______ Date of Birth: _____/_____/______ County: ______________

In case of emergency, notify:

Name: __________________________ Relationship: ___________ Phone: ____________

Years as a county 4-H camp camper: _____ Years attending Junior Shooting Sports Camp: ____

Years attending Senior Shooting Sports Camp: _____ Years as a 4-H Camp Counselor: _____

Are you serving as a camp counselor in your county in 2017? Yes No

Are you a shooting sports Junior Leader? Yes No If yes, what discipline? ________________

4-H Alumni Only: Are you an approved screened 4-H Volunteer? Yes No

Other (non-4-H) camp experience, include type of camp (scouts, church), number of years, location/name of camp, etc.

______________________________________________________________________________

Why do you want to be a shooting sports camp counselor?
______________________________________________________________________________
______________________________________________________________________________

What traits, skills, or special experiences do you have that would benefit you in this position? (Please include experiences working with children and youth.)
______________________________________________________________________________
______________________________________________________________________________
Why do you think you would make a good counselor at shooting sports camp and what do you see as the role of a counselor at shooting sports camp?

______________________________________________________________________________________________________________________________________________________________

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?

______________________________________________________________________________________________________________________________________________________________

Please list 2 of your strengths:

______________________________________________________________________________________________________________________________________________________________

Please list 2 of your weaknesses:

______________________________________________________________________________________________________________________________________________________________

What experiences do you have with shooting sports?

______________________________________________________________________________________________________________________________________________________________

Junior Shooting Sports Camp is June 30th-July 2nd counselors are expected to arrive on the afternoon of June 29th and to participate fully in the entire camp. Do you foresee any issues with this requirement? ____________

Some older youth/4-H alumni may be selected to serve as counselors for Senior Shooting Sports Camp is July 24-28th; Counselors are expected to arrive on the afternoon of July 23rd. Are you interested in being considered for this opportunity? __________
If yes, counselors are expected to participate fully in the entire camp; do you foresee any issues with this requirement? _________________

Training is being offered for shooting sports camp counselors during the adult volunteer workshop April 28-30th at a cost of $45. Do you anticipate being able to participate in this training? ________ Attendance at this training is NOT mandatory if you are completing your training through your county, though it is recommended. If you are unable to attend this training, how will you complete your training (proof of completion will be required)?

COMPLETED APPLICATION, REFERENCES, SIGNED STANDARDS OF BEHAVIOR, AND SIGNED 4-H CAMP COUNSELOR CODE OF CONDUCT DUE TO CHRISTY CLARY ON OR BEFORE MARCH 15th.
2017 4-H Shooting Sports Camp Counselor Reference Form
Person completing this form cannot be a relative of applicant!

___________________ is applying as a camp counselor for Ohio 4-H Shooting Sports Camps 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.

Please submit in a sealed envelope and return by March 15th, 2017

Christy Clary
OSU Extension Brown County
325 W. State Street, Bldg. B
Georgetown, OH 45121
Phone: 937-378-6716
FAX: 937-378-6646
Or email to: clary.42@osu.edu

Reference Provided by:
Name: _____________________________ Signature:______________________________ Date: ______
Relationship to Applicant: ________________ How long have you known the applicant? ___________

1. Please mark how you would evaluate the applicant’s qualities, using this scale:

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<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Not Known</th>
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<td>Communication skills</td>
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2. Please write any additional comments here:
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 _____/_____/_____

Ohio4h.org

CFAES provides research and related educational programs to clientele on a nondiscriminatory basis. For more information: go.osu.edu/cfaesdiversity. Last Updated by H.K. Epley, 12/2016
Activities and Programs with Minor Participants
Office of Human Resources – Policy 1.50
Standards of Behavior for Minor Participants

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
- Bullying 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/may 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, ________________, 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 ________________

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

Ohio 4-H