

# Merced County 4-H Camp Staff

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Title: **4-H Camp Staff - Camp Session** \_\_\_\_\_ Dates: \_\_\_\_\_

## Purpose:

To work with adult camp directors and others to offer an outdoor educational program to youth.

To provide opportunities for older youth to grow and develop by learning and practicing organizational, leadership, and group skills.

## Responsibilities:

### Before camp:

*Personal preparation* - take active role to prepare for assigned roles and tasks at camp.

*Planning* - work with the camp committee to develop the specific implementation plan for sessions.

*Meetings* - including attending planning meetings and training activities. (4-6 evenings, 1-3 weekend days)

*Pre-Camp* - arrive one day earlier than campers to get camp ready and make final preparation for camp program.

### During camp:

*Cabin team supervision* - camp staff members will be assigned to a camper cabin to provide supervision, support, and encouragement to campers. Staff members will stay in cabins with campers. (Adult volunteer chaperones are also assigned to cabins and work as a team.)

*Activity presenters* - most staff members will be assigned a theme topic in which they will become the expert and lead during activity times.

*Activity assistants* - other staff members and cabin leaders will rotate with campers to the different activity session and assist with the activity presentations.

*Other specific duties* - staff members will be assigned other duties either on a permanent or rotating basis. These duties may include the following and other topics: flags, campfire, rally/theme activity, crafts, snack/food service, free choice activities.

### Closing of Camp:

*Wrap up* - staff will assist in the closing of the camp session. This includes clean up of campgrounds, sorting materials, packing for storage, and loading items for return.

## Work with:

Director, Assistant Director, Camp Committee, Cabin Leaders, Staff Members, Apprentices Campers and others.

## Support:

Meetings with Camp Director and Camp Committee to share common direction of the camp program.

Training to develop materials and gather information, materials and supplies for camp.

## Qualifications:

- Completed ninth grade at time of camp
- Interest in camping activities, leadership and responsibility
  - Be interviewed, selected, and able to attend all of the camp session

# Merced County 4-H Camp Apprentice

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Title: **4-H Camp Apprentice - Camp Session** \_\_\_\_\_ Dates: \_\_\_\_\_

## Purpose:

To work with adult camp directors and others to offer an outdoor educational program to youth.

To provide opportunities for older youth to grow and develop by learning and practicing organizational, leadership, and group skills.

## Responsibilities:

### Before camp:

*Meetings* - including attending limited planning meetings and training activities. (1-2 evenings, 1 weekend day)

*Pre-Camp* - arrive morning of opening day of camp, earlier than campers to get camp ready and make final preparation for camp program.

### During camp:

*Cabin team supervision* - camp apprentice members will be assigned to a camper cabin to assist in supervision, support, and encouragement to campers. Apprentice members will stay in cabins with campers. (Adult volunteer chaperones and camp Staff are also assigned to cabins and work as a team.)

*Activity Session Helper* - rotate with campers in cabin group to the different activity sessions and assist the staff with the activity presentations as needed.

*Free Choice Activity assistants* - During Free Choice times take a leadership role in an activity area. Be in charge of materials, sign ups, and supervision. Activity sign up will vary per day.

*Other specific duties* - Apprentice members may be assigned to help in other duties either on a permanent or rotating basis. These duties may include the following and other topics: flags, campfire, rally/theme activity, crafts, snack/food service, free choice activities, etc.

### Closing of Camp:

*Wrap up* - Apprentices will assist in the closing of camp at the end of camp program. This includes clean up of campgrounds, sorting materials, packing for storage, and loading items for return.

## Work with:

Director, Assistant Director, Camp Committee, Cabin Leaders, Staff Members, Campers and others.

## Support:

Meetings with Camp Director and Camp Committee to share common direction of the camp program.

Training to develop materials and gather information, materials and supplies for camp.

## Qualifications:

- Completed ninth grade at time of camp
- Interest in camping activities, leadership and responsibility
- Be interviewed, selected, and able to attend all of the camp session

# Application Form - 2012 - Merced County 4-H Teen Staff

1. To apply and for full consideration: fill out application and submit by Monday November 28, 2011 to UC Cooperative Extension 4-H Office, 2145 W. Wardrobe Avenue, Merced, CA 95341.
2. Interviews for staff and apprentices will be scheduled for Saturday, December 3, between 8:30 AM to 2:00 PM at the 4-H office in Merced. Please dress in business casual attire for this interview.
3. **4-H Camp will be held June 22 - June 26, 2012 at Camp Sylvester in Pinecrest. Staff will arrive June 21th, one day before campers.**

## Includes:

Opportunity to Learn & Practice

- Organizational Skills
- Leadership Skills
- Responsibility Skills
- Teaching and Inquiry Skills

Work with Younger Youth & Adults

Recognition at 4-H Camp

## Duties:

Attend monthly camp planning and subcommittee meetings and an all day training in June

Participate in staff orientation and training sessions.

Carry out assigned duties at camp.

Cooperate with other staff, chaperones, and campers.

## Requirements:

Must have completed ninth grade at time of camp.

Interest in camping activities, leadership and responsibility.

Complete 4-H membership, insurance, waiver and fee requirements.

## A.— Application for Teen Leadership

Name: \_\_\_\_\_ Club: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Birthdate: \_\_\_\_\_ Grade 9th  10th  11th  12th  College

1. Please rate the days of the week on your availability for evening camp meetings.

2. Have you ever been on "any" camp staff before?  Yes  No

If yes, where? \_\_\_\_\_

List position (s) held: \_\_\_\_\_

3. Tell us about yourself and how you can enhance the camp program.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

4. List any special abilities, knowledge, or qualifications that may benefit the camp program (CPR, first aid, craft courses, school classes, etc.).

\_\_\_\_\_  
 \_\_\_\_\_

Day of the Week	GOOD	POOR	BAD
Monday			
Tuesday			
Wednesday			
Thursday			

**Continued on back**

Please rate yourself on the following statements. 1 being the lowest - 5 being the highest	1	2	3	4	5
I am committed to and follow-through with my responsibilities					
My ability to plan and organize.					
My ability to be a team player.					
My ability to lead and teach.					
Public speaking experience.					

Please use a separate sheet of paper if you wish to give further information or comments.

### B. Interview

Interviews for support staff will be scheduled for Saturday December 2, 2011, between 8:30 AM to 2 PM at the 4-H Office, Merced. You will be contacted with your interview time. If you have questions please contact the 4-H Office at 385-7418. If you are unable to attend the interview on December 2, you may schedule to attend on Wednesday, December 7th between 4-6 pm.

If you have interview time preference, mark below, committee **will try** to accommodate.

Early schedule: \_\_\_\_\_ Noon time: \_\_\_\_\_ Afternoon: \_\_\_\_\_

### C. References

Please submit *4-H Camp Support Staff Reference Form* from two adults (teacher, coach, 4-H leader, etc.). Forms must be placed in a **sealed envelope** to be given back to the applicant or sent to the Merced County 4-H Office, 2145 Wardrobe Ave., Merced, CA 95341.

#### Reference #1

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

#### Reference #2

Name: \_\_\_\_\_ Title: \_\_\_\_\_ Phone #: \_\_\_\_\_

### D. Selection

Selection for staff is based on:

1 - Application    2 - Interview    3 - References    4 - Past Performance (if applicable)

I understand that being on the 4-H Camp Support Staff is part of the University of California Cooperative Extension 4-H youth development program. As a participant, I understand that I will be subject to policies, procedures and guidelines of the California 4-H Youth Development Program. If selected, I will be required to complete registration and waiver forms as part of the normal UC and 4-H participation requirements. A participation fee of \$12.00 will include accident insurance coverage. Current 4-H participants will have already completed these requirements. Questions about the Merced County 4-H Youth Development Program can be addressed by contacting Merced UCCE at (209) 385-7418.

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

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_