

4-H Summer Camp

Lead Staff and Teen Staff Application

Camp Dates June 23-June 27, 2025 ♦ Mendocino Woodlands

Applications are due by: **DECEMBER 20, 2024**

Name: _____

Mailing Address: _____

Street Address or P.O. Box

City/Town

State

Zip Code

Contact Number: Cell (_____) _____ Evening (_____) _____

Email: _____ County _____

Club: _____ Gender: Male Female

Age as of December 31, 2023: _____ Number of years: as a Camper ____ as a Teen Staff _____

4-H Mendocino and Lake Camp leadership would like to clarify that completing staff training hours, onsite camp responsibilities, and the application process is a practice for real world employment. The teen intern staff position will prepare you for creating job applications, individual interviews, and leadership structure. Your internship with 4-H camp can be listed on your resume for employment and college. The goal of camp is to provide a safe, fun, enjoyable experience for ALL campers and for all youth and adult volunteers and staff.

Teen Staff requirements 1- 5:

- 1) 14 years of age by December 31, 2024
- 2) Currently enrolled in the 4-H program
- 3) Abide by and enforce the 4-H camp policy, mission, and code of conduct
- 4) Complete minimum of 14 hours of training, usually on Wednesday evenings and 2 Saturdays
- 5) Attend the entire camp session

Lead Staff must meet requirements 2-10:

- 6) Be 16 years old by December 31, 2024
- 7) Have attended 4-H Camp in the past
- 8) Have served as a Teen Staff
- 9) Attend camps monthly steering committee meeting
- 10) Attend additional planning meetings and trainings

► Please mark all positions you are interested in applying for:

- Lead Staff: Assist with camp planning and counselor training meetings, co-coordinate camp with Executive Director, Teen Staff Coordinator and UC staff. Please see attached duties. Attend camps monthly steering committee meeting. Additional meetings and a higher level of time commitment is required.**
- Teen Staff** (including line and cabin positions): Responsible for the campers' safety and being a **positive** role model. Overseeing the cabin area and keeping campers on schedule. Assist campers with cabin activities, chores and at bed time. Work with a camper group during dining hall, activities, events and flagpole.
- Teen Staff Activity Coordinator:** Responsible for organizing, setting up and overseeing a specific area, program, or activity. For Example: arts/crafts, sports, woodworking, kitchen, outdoor cooking/survival skills, archery, nature walks/hiking, fencing, line/swing dancing, special projects, campfire, evening activities, dining hall, etc. May require additional meetings or trainings. I would like to be a Activity Coordinator for: _____

I am certified in:

First Aid: No Yes Exp. Date: _____ **CPR:** No Yes Exp. Date _____

Lifeguard Certificate: No Yes Type: _____ Exp. Date _____

Other (please explain): _____ Exp. Date _____

Adult size: S M L XL XXL

Special dietary needs (please explain) _____

EMERGENCY CONTACT DURING CAMP

Emergency Contact Parent/Guardian

Emergency Contact #2

Name: _____ Name: _____

Relationship: _____ Relationship: _____

Address: _____ Address: _____

City: _____ Zip: _____ City: _____ Zip: _____

Preferred phone number: _____ Preferred phone number: _____

Alternate phone number: _____ Alternate phone number: _____

E-mail: _____ E-mail: _____

❖ All Teen Staff - \$200.00 fee is Payable to 4-H Summer Camp.
\$50 installments may be paid between November through May. Final payment due May 9, 2025.
There will be no refunds for any portion paid after May 9th.

Online Application & Credit Card payment Options:

<https://surveys.ucanr.edu/survey.cfm?surveynumber=44048>

- Application Form
- Code of Conduct Form

- Required Essay** (100 words minimum)
Topic – Introduce yourself, share why you would like to be a part of summer camp, and explain how you meet the teen staff/lead staff requirements.

If you have questions about summer camp, contact Jean Goulart at (707) 263-6838 jgoulart@ucanr.edu

Applicant Signature

Guardian/Parent Signature

PARTICIPANT'S NAME (print) _____

**MENDOCINO-LAKE 4-H SUMMER CAMP
CODE OF CONDUCT**

The **CODE OF CONDUCT** has been established to create a positive educational experience for all 4-H participants. The following guidelines are designed to make everyone's experience at 4-H camp satisfying. All participants, members, volunteers, and 4-H YDP staff, shall adhere to the core values of the University of California 4-H Youth Development Program, respect the individual rights, safety, and property of others. All participants must agree to abide by the following code of conduct and the consequences.

1. Be concerned for the safety of campers and staff.

- A. **Do not bring extra food.** Food in the cabins will attract unwanted wildlife.
- B. Wear suitable shoes for all camp activities. No bare feet at anytime.
- C. Cabin areas shall be kept neat and free of litter.
- D. Must have Teen or Adult Directors permission to go beyond Camp boundaries and be escorted by Camp Staff.
- E. All prescription and over the counter medication will be collected and charted by Camp Medical Staff upon arrival at Camp.

2. Respect the rights and property of others.

- A. No nails, tacks, staples or tape are to be used on any of the buildings and structures.
- B. Do not touch other campers' belongings.
- C. Boys are not allowed in girls' cabins; girls are not allowed in boys' cabins.
- D. All campers must be invited before visiting other cabins or camps.
- E. No disrespectful or inappropriate language. Rudeness, lack of courtesy, cheating and disrespect for authority will not be tolerated
- F. Individuals will be held financially accountable for any damage to camp facilities or property.
- G. Do not bring hair dryers & curling irons, other electronic equipment.
- H. Label all clothing and personal items with name; 4-H is not responsible for lost items.

3. 4-H Camp is a fun experience, and everyone is to participate in the planned activities.

- A. Be on time and ready to participate.
- B. All members must attend all camp activities and meals.
- C. If ill, report to the Camp Medical Staff.
- D. Be a positive team member.
- E. "Lights out" means quiet and in bed.
- F. The telephone "is" reserved for emergency use only.

4. Gambling and betting is prohibited.

5. Display of overly affectionate behavior will not be tolerated.

6. Unauthorized visitors are not allowed.

DISCIPLINE ACTION

All infractions of the above items or the University of California 4-H Code of Conduct will be reported the Summer Camp Directors. The adult Directors will bear final responsibility for disciplinary action. Warnings may be issued, but a second infraction will be grounds for dismissal from camp. In the case of a dismissal parents/guardians will be notified and responsible for picking up member from camp. The County Director will be notified of actions taken. Penalties may include any or all of the following:

- Sending the participant home
- Assessing the participant the cost of damages and repairs for damage or destruction of property
- Releasing the participant to the nearest law enforcement agency and/or the proper authorities
- Termination of 4-H membership

I agree to follow the above code of conduct.

Signature: _____ Date: _____
(Youth)

Signature: _____ Date: _____
(Parent/Guardian)