



# Manitowoc County 4-H Camp

@ Camp Tapawingo

2023 4-H Camp Youth Staff

Application Materials

Manitowoc County 4-H Camp: July 10-12

*Application deadline: March 20, 2023*



**This packet contains:**

- Brief Descriptions for Youth Camp Staff Positions
- Youth Camp Staff Application
- **TWO** Recommendations that need to be completed by non-relatives

***The following items are due from you by March 20, 2023:***

- Application
- TWO Adult Recommendations for applicants (sent directly from the adults to 4-H Youth Educator)

The **TWO Adult Recommendations** should be obtained from adults who know you well and who are not related to you. Examples of someone you may ask for a recommendation from include teachers, 4-H club leaders, 4-H project leaders, employers, and advisors/mentors from organizations you are involved with. Recommendation forms should be printed and provided to individuals you are seeking a recommendation from along with a pre-addressed, stamped envelope for them to return to the Extension office. Another option is for the recommendation forms be emailed from the adult to [kmpionek@wisc.edu](mailto:kmpionek@wisc.edu).

We look forward to reviewing your applications and planning for an awesome 2023 4-H Camp!

**DEADLINE: March 20, 2023**

Manitowoc County UW-Extension  
Attn: 4-H Camp  
705 Viebahn St  
Manitowoc, WI 54220  
[kmpionek@wisc.edu](mailto:kmpionek@wisc.edu)  
(920) 683-4172

*4-H is a program of the UW-Madison Division of Extension*  
**THANK YOU!**

# Manitowoc County 4-H Camp

## Youth Position Descriptions

### Junior Director

- Works with 4-H Youth Development Staff to plan camp/trainings
- Assists in developing the overall camp schedule and planning large group activities
- Reports directly to the 4-H Youth Development Staff
- Works cooperatively with youth and adult staff to provide camper supervision during early morning transition and evening hours.
- Communicates with each youth staff member daily to help address challenges they may be facing while at camp
- Coordinates and delivers camp announcements
- One or more year of 4-H camp counselor experience recommended but not required
- Minimum age of 17 years by date of camp

### Camp Counselor

- Works directly with campers, supporting the emotional and physical needs of campers
- Participates in programs with campers
- Help campers plan, carry out, and evaluate projects and activities.
- Take turns with other counselors for various responsibilities.
- Works cooperatively with youth and adult staff to supervise and manage camper behavior
- Exhibit positive personal habits in health, dress, speech, table etiquette, and relationships with other staff that serve as a beneficial model to campers.
- Minimum age of 15 years by date of camp

### Program Staff

Works together with an adult volunteer in one of the following areas:

**Crafts** – Plan and lead a variety of craft activities (i.e., arts and crafts)

**Recreation** – Plan and lead a variety of recreation activities (i.e., all-camp games, water Olympics)

**Nature** – Plan and lead a variety of nature activities (i.e., hikes, archery, fishing, etc.)

**Evening Program** – Plan and lead campfire/flag ceremonies

- Will develop lesson plans and supply lists for camp program one month prior to camp
- Provide assistance and support for cabin counselors during cabin times (i.e. early morning, before and after meals, late evening, and lights-out)
- Communicate with fellow youth and adult camp staff, including Junior Director and 4-H Youth Development Staff, regarding camper, staffing, or program needs or issues that arise
- One or more year of 4-H camp counselor or leadership experience recommended
- Minimum age of 15 years by date of camp



## Manitowoc County 4-H Camp 4-H CAMP YOUTH STAFF APPLICATION (Page 2 of 2)

**ALL Camp Youth Staff Expectations:**

- I understand I'm applying to be a Camp Youth Staff member, and will keep in mind that my commitment is beyond the one week of summer when camp occurs
- I will be expected to promote camp at local 4-H clubs, actively attend 4-H camp planning meetings, and participate in post-camp evaluation.
- I will be required to attend a camp staff orientation and other trainings as scheduled.
- I will assist in providing a safe, inclusive, and positive learning experience for all.
- I will accept that responsible behavior includes no possession or use of alcohol, tobacco, non-prescription drugs, and weapons before, during, or after this camp experience.
- I will abide by the camp policy that no food/candy may be in cabins, cell phones and radios/music players, if brought to camp, must be used minimally and will be commandeered by 4-H Youth Development staff until the end of camp if being used excessively or inappropriately.
- I will follow camp guidelines as they pertain to my safety and the safety of others.
- I will refrain from participating in initiation ceremonies, hazing, harassment, and other behaviors that involve humiliation of embarrassing another person. Such activities will not be tolerated.
- **All summer camp youth staff must be 15 years of age or older by July 10, 2023.**
- **I agree to fulfill these expectations, and further understand failure to meet all of these expectations could result in the loss of the opportunity to participate as a youth staff member for the 2023 summer camp program**

Youth Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I understand and agree with the camp guidelines that my son/daughter/ward has agreed to. If the agreements are broken, I understand that it is my responsibility as a parent to provide transportation home for my son/daughter/ward.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Manitowoc County 4-H Camp CAMP YOUTH STAFF RECOMMENDATION FORM

Name of Applicant: \_\_\_\_\_

As part of the process for selecting youth for Manitowoc County 4-H Camp Staff, the selection committee is seeking recommendation and information for each candidate. The applicant would be responsible for mentoring youth ages 8-14 at a three-day residential camp. Please provide us your input, to the best of your ability, regarding the following areas:

	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Unknown</u>
• Leadership qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Participation in extracurricular activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Positive attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Willing to work as a team member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Willingness to learn new things	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Experience with children in group setting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is your relationship to this individual? \_\_\_\_\_

Please provide additional comments in the space below:

Would you recommend this applicant for a camp youth staff member?     Yes                       No

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

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

**PLEASE RETURN THIS FORM BY MARCH 20, 2023 TO:**  
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**THANK YOU!**

