



To: Potential Teen Camp Counselors or CIT's for Northampton County 4-H

Re: Teen Camp Counselor and CIT Applications due by 5:00 pm on January 31, 2017

We believe you would be a great Teen Camp Counselor-In-Training (CIT) for the 2017 Northampton County Junior 4-H Camp, July 31-August 4. We want the most enthusiastic and responsible teens to be teen counselors for our 4-H camp week. We anticipate selecting a minimum of 15 teens. **In order to be considered for selection you must:**

1. Turn in the attached, completed application by **5:00 pm on January 31, 2017**. Please hand-write the application.
2. You must have **three** references (not family members or friends) turn in a reference form. If your references would like to fill out the form online, please supply the 4-H office with their e-mail address and we will send them a URL. If your references would like to use a hard copy- you should provide your references with the form, as well as an addressed and stamped envelope. Reference forms are due by February 29, 2017. **All applicants (including returning counselors) must have three reference forms.**
3. All new Camp Counselors will be required to attend an in-person interview in February. You will be asked to schedule an interview after the application deadline. **Returning Camp Counselors will not have to complete an interview.**

Teen Camp CIT Position Description Summary (see attached for complete description)

A position as Teen CIT is a great opportunity to develop your leadership skills by assisting with planning and conducting a 5-day, 4-night 4-H Camp for boys and girls ages 9-13. Teen CIT's are role models who help supervise campers and provide for their safety and well-being. CIT's assist with the supervision of campers during team activities, assemblies, in cabins, and in classes. CIT's work with adult volunteers and Virginia Cooperative Extension staff and are under the direction of the Extension 4-H Agent.

Requirements

- 14-19 years of age. You must be 14 years of age by October 1, 2017.
- Attend at least 24 hours of training. Trainings will be held regularly from Feb.-June at dates and times to be determined later. You are expected to make every effort to attend all monthly trainings (see attached)
- Must be: mature, responsible, dependable, respectful, work well with others, have a positive attitude, and be a good role model.

If you have any questions, please contact us at 757-678-7946 or crmurray@vt.edu.

Christina Murray

Extension 4-H Agent, Northampton County

If you are a person with a disability and desire assistance or accommodation, please notify Christina Murray at (757-678-7946/TDD*) during business hours of 8:30 a.m. and 4:30 p.m. *TDD number is (800) 828-1120.



4-H Teen Camp Counselor-In-Training Position Description

Responsible to: The Extension Agent or other Extension faculty/staff in charge of the unit 4-H camping event, under the supervision, guidance, direction, and/or leadership of an experienced 4-H camp teen counselor or adult leader (as decided by the Extension staff in charge of the 4-H camping event/participating campers).

Responsible for:

- Assisting 4-H camp teen counselors with their responsibilities;
- Being able and willing to treat each camper, staff person, and peers with respect and dignity at all times;
- Attending and participating in classes and activities designed to provide 4-H camp counselor training;
- Learning the objectives of the 4-H camping program;
- Following the Virginia 4-H Standardized Code of Conduct at all time;
- Demonstrating familiarity with 4-H center rules and policies and being willing to accept responsibility for enforcing those rules and policies;
- Being able and willing to accept and perform leadership roles when needed, and to work as a member of the team when others are in the leadership position;
- Setting a positive role model (i.e. example) for boys and girls at all times during 4-H camp, as well as for the staff working with the 4-H camping event;
- Being present and on-time for all assigned activities, events, and duties;
- Providing for the safety and well-being of each camper at all times; and,
- Performing other duties as assigned by the Extension Agent in charge of the 4-H camp.

Training Required:

- All 4-H Teen Camp Counselors-In-Training must have received training in at least the core content identified in the Virginia 4-H Camping Handbook. At least **24 hours** of pre-camp training is recommended.



2017 4-H Camp Counselor-In-Training Application

Northampton County

4-H Camp – July 31-August 4

You must be 14 years old before October 1, 2017 to apply to be a CIT. If you will turn 14 between January 1 and September 30, 2017, you can apply to serve as a Counselor-in-Training (CIT), the maximum age for a CIT is 17.

Application due in the Extension Office by 5:00 pm- January 31, 2017.

Please fill out completely in teen’s own handwriting! - DO NOT TYPE

Name: _____ Birth Date: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Mailing Address (if different from above)

Address: _____

City: _____ State: _____ Zip: _____

Home Phone Number* _____ Teen’s Cell Phone Number* _____

Sex (Circle One): M F Age: _____ Grade: _____

Name of School: _____

Teen’s Email Address* _____

Parent/Guardian Name(s) _____

Parent/Guardian Cell Phone Number(s)* _____

Parent/Guardian Email Address (es)* _____

T-shirt Size (Please Circle One): Adult S Adult M Adult L Adult XL Adult XXL

***Communications about the Camp Counselor program will be sent via email and text to all teen and parent cell phone numbers and emails provided.**



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Have you ever been a 4-H club member? Yes No If yes, how many years: _____

Name of the 4-H club and the county /city it was in: _____

Have you ever attended 4-H Camp? Yes No

If yes, how many years? _____ Where? _____

Have you ever served as a CIT (Counselor-in Training) at 4-H Camp? Yes No

If yes, what year(s)? _____

List school and/or community activities (clubs, sports, church, etc.) Use a separate piece of paper if you need more room.

Organization/Group Name	Dates

List any leadership experiences or positions you have held, not including camp counselor at 4-H camp. Use a separate piece of paper if you need more room.

Position	Organization/Group Name	Dates



2017 4-H Camp Counselor-In-Training Application

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4-H Camp – July 31-August 4

List any volunteer (including community service) and/or paid work experience. Use a separate piece of paper if you need more room.

Position	Employer, Address, and phone	Dates

List any experiences you have had working with children (not including serving as a 4-H Camp Counselor) such as babysitting, church nursery helper, helping with younger siblings, etc. Use a separate piece of paper if you need more room.

Position	Employer, Address, and phone	Dates

List your hobbies or special skills: _____

On a separate piece of paper, answer the following questions:

1. Why would you like to serve as a Camp Counselor?
2. What do you think your greatest strengths are in regards to the responsibilities of a Camp Counselor?
3. What do you think your weaknesses are in regards to the responsibilities of a Camp Counselor?
4. Why should we select you to serve as a Camp Counselor?



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Applicant and parent/guardian read and sign below (Required for Processing!!)

If selected, I am able to attend 4-H Camp on July 31-August 4. I also commit to attending at least 24 hours of training. Trainings will be held regularly between February and June 2017 at some dates and times to be determined later. I will make every effort to attend all trainings, or to attend make-up training dates if necessary. I realize I must attend at least two of the mandatory trainings and the additional hours of training are mandatory, and if I am unable to attend my teen counselor position could be revoked or arrange special permission from the 4-H office.

I understand that turning in this application does not guarantee me a spot as a Camp Counselor-In-Training. Applications and references will be reviewed, interviews will be held, and selections will be based on all three factors. I understand that, if selected, I will need to pay a Camp fee. (The exact amount has not been set yet but it will not be more than \$150). Scholarships are available for teens with financial need. Please contact our office for scholarship information (757) 678-7946.

Applicant Signature _____ Date _____

Parent/Guardian Printed Name _____

Parent/Guardian Signature _____ Date _____

RETURN PAGES 3-6 AND ANY ADDITIONAL PAPER YOU USED OF THIS APPLICATION:

By Mail or Hand Deliver to Our Office:

VCE-Northampton

7947 Young Street Machipongo, VA 23405

APPLICATION DUE BY: 5:00 pm on January 31, 2017

If you have any questions, please call 757-678-7946.