



4-H Summer Camp Adult Staff Application

Brown County 4-H Camp

Upham Woods Outdoor Learning Center, July 29-31, 2012



Directions:

- Before you fill out this application, read it thoroughly to become familiar with the information requested.
- Please use black or dark blue ballpoint pen, typewriter, or computer when completing this application.
- Recommendations are due in the Brown County 4-H Office or must be postmarked by February 15.
- Completed applications are due in the Brown County 4-H Office or must be postmarked by February 15.
- The mailing address is: Brown County 4-H Office, 1150 Bellevue Street, Green Bay, WI, 54302

Section 1: Chaperone Information

Name _____		Telephone _____	
Address _____		City _____	State _____ Zip _____
4-H Club _____	Birthdate _____	Age _____	Grade _____
Number of Years Completed: _____	4-H Leader _____	I am not a 4-H Leader _____	
What is your age? _____	18-20 _____	21 and over _____	

Section 2: Recommendation Form

As part of your application you are required to have two people complete a Recommendation Form. One person must be a 4-H leader and the other must be a non-4-H person, such as a teacher, employer, or minister. Recommendations written by a relative of the applicant will not be considered. It is recommended that you provide a copy of the **Recommendation Form** and an addressed and stamped envelope to the people writing your recommendations at least two weeks before they are due in the Brown County 4-H Office.

Section 3: Camp Staff Adult Positions and Certifications

Please mark the positions you are applying for by ranking, in order of preference, with **1** being your first choice, **2** being your second choice, etc.

_____ Bus Coordinator	_____ First Aid Coordinator	_____ Program Area _____
_____ Dining Hall Supervisor	_____ Outpost Chaperone	_____ Other _____
	_____ Photographer	

Indicate which of the following areas you are certified in. Please attach a copy of your certification card(s) with your camp application.

<input type="checkbox"/> CPR	<input type="checkbox"/> Life Guard	<input type="checkbox"/> Wilderness First Aid
<input type="checkbox"/> First Aid	<input type="checkbox"/> Water Craft	<input type="checkbox"/> Other _____

Section 6: Assurance (please check to indicate completion)

- The application is typed or handwritten legibly
- I have signed the application
- I have asked a 4-H leader to complete a recommendation form for me and have given him/her a copy of the form. I am not related to this 4-H leader.
The name of the person is: _____
- I have asked a non-4-H person to complete a recommendation form for me and have given him/her a copy of the form. I am not related to this person.
The name of the person is: _____

Chaperone Applicant

I have reviewed this report and believe it to be correct.

Signature of Adult Applicant

Date

General Questions: Please answer the following questions.

Do you have a valid Driver's license?

Yes

NO

State _____ Driver's License Number _____

What is your Adult T-shirt size?

Small

Medium

Large

X-Large

XX-Large

T-shirts will be provided for 4-H Camp Youth Staff

Employment Statement:

The Wisconsin 4-H Program is subject to state federal equal employment opportunity laws which prohibit discrimination on the basis of gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation. Federal law requires reasonable accommodation for the known disabilities of applicants and employees, unless to do so would pose an undue hardship. If you need accommodation in order to complete the application process or take any required tests, please let us know.

I authorize investigation of all statements herein, including any checks of criminal records, and release the UW-Extension and all others from liability in connection with it. I understand that, if employed, I will be an at-will employee unless there is an agreement or law which alters that status. Furthermore, I understand that any agreement must be in writing and signed by the designated Camp Director/Program Coordinator. I also understand that untrue, misleading, or omitted information herein or in other documents that have been completed in association with this application, may result in dismissal, regardless of the time of discovery by UW-Extension of Brown County.

Signature: _____ Date: _____

For Office Use Only			
Date Received:		Application Signed:	Recommendation Forms Received:
		<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
		<input type="checkbox"/> No	<input type="checkbox"/> No

Adult Staff Job Descriptions

Bus Coordinator

- One from each county
- Coordinating pick up and drop off of youth
- All bus logistics

Dining Hall supervisor

- Coordinates meal numbers
- Trains cabins on meal set up and take down
- Overall meal supervision

First Aid Coordinator

- Develops and designs own lesson plans and curriculum
- Facilitates lessons based on their design
- County representatives will help aid in program development if needed
- Communicates with colleagues in various ways

Outpost Chaperone

- Plans and facilitates all Outpost Camp activities
- Supervises youth attending Outpost Camp
- Experienced in tent camping, outdoor cooking, hiking, and canoeing.

Program Area

- Support youth staff during program times
- Cabin supervision
- May assist in staff evaluation
- Everyone's job as an adult is cabin supervision except for the First Aid Coordinator

Other

- Based on staff skill sets and position availability