



**PURDUE**  
UNIVERSITY®

Extension - 4-H Youth  
Development



## 4-H CAMP COUNSELOR APPLICATION

Applications Are Due at the Allen Extension Office by **February 1, 2025. No exceptions!**

### TO COMPLETE APPLICATION PROCESS:

1. Read the requirements and behavioral expectations.
2. Note training and camp dates - check your schedule.
3. Fill out attached forms. Incomplete applications may not be considered.
4. Send application to your Extension Office in time to be received by February 1, 2025.

### COUNSELOR REQUIREMENTS:

1. You must be in Grades 9—12 on January 1<sup>st</sup> to be considered for Camp Counselor.  
If we do not receive enough high school counselor applications, 8<sup>th</sup> graders may be considered for "Counselors in Training".
2. **Must** attend the following Camp Counselor Trainings:  
Thursday, March 6 5:30-8PM Keith Busse Steel Dynamics Alumni Center  
(1528 E California Rd, Fort Wayne, IN 46825)  
Tuesday, April 15 5:30-8PM Noble County 4-H Park (1246 W Main Street, Albion, IN 46701)  
Monday, May 19 5:30-8PM DeKalb County Fairgrounds (708 S Union Street, Auburn, IN)  
**Please Note:** Meals will be provided at all above trainings.
3. Campers/Counselors report to 4-H Camp as follows:  
Camp Counselors Arrival Tuesday, June 3, 2025 by 1PM  
4-H Camp Runs Wednesday, June 4 thru Friday, June 6  
Counselors are expected to help check-out their campers and will not be permitted to leave until all campers have been picked up and we have been dismissed from duties at camp.
4. Camp Fees for Counselors are sponsored by your County 4-H, this is in investment in you!!
5. A limited number of Counselors will be selected from the Northeastern Indiana counties participating in 4-H Camp. You will be notified in mid-February 2025 as to whether or not you have been selected as a 2025 4-H Camp Counselor.

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

Grade: \_\_\_\_\_ Birthdate: \_\_\_\_\_ T-Shirt Size: \_\_\_\_\_

4-H Member Contact Info: Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

PARENT/GUARDIAN CONTACT INFO: Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Have you been a 4-H Camp Counselor before? NO: ☐ YES: ☐ If yes, # of years: \_\_\_\_\_

What years? \_\_\_\_\_

Favorite Grades to work with (mark all that apply): ☐ 3<sup>rd</sup> ☐ 4<sup>th</sup> ☐ 5<sup>th</sup> ☐ 6<sup>th</sup> ☐ No Preference

Are you a Certified Lifeguard (this is not a requirement): ☐ Yes ☐ No

**Special Needs or Accommodations:**

Please list dietary restrictions, if any. \_\_\_\_\_

Please list accommodations necessary, to be a Camp Counselor, if any. \_\_\_\_\_

**References:**

Please list the names, addresses, and phone numbers of two people (not related to you) who can provide information about how you work with adults, peers and younger children, follow through on responsibilities, and conduct yourself in general. Examples – Teachers/Club Leaders/Employers etc.

1. \_\_\_\_\_

Name	Phone Number		
Address	City	State	Zip
Email	How do you know them?		

2. \_\_\_\_\_

Name	Phone Number		
Address	City	State	Zip
Email	How do you know them?		

**1. Leadership Roles:**

List experiences you have had in the last 3 years that you feel show your leadership training or abilities. They can be related to school, family, community, 4-H, or other clubs.

**A. What activities are you involved in at school?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. What activities are you involved in within your community?**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. What are your hobbies or interests outside of school?**

\_\_\_\_\_

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\_\_\_\_\_

**2. What jobs have you held - paid or unpaid?**

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**3. What are your favorite 4-H projects? (List 3 maximum)**

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**4. What experience do you have working with younger children? Please explain:**

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**5. Please list other activities not listed that you could do that could be appropriate for Camp, be creative as we are looking for new ideas:**

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**6. Please list any Basic First Aid, CPR, Life-Saving, or Water Safety Certificate that you currently hold, if any. Please indicate the dates of certification.**

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**7. What do you want to Teach at Camp?**

Please rank below (with 1 being your first choice) the topic area you would be interested in teaching as a Camp Counselor while at 4-H Camp

\_\_\_\_\_ Archery

\_\_\_\_\_ Creative Arts

\_\_\_\_\_ Environmental Science

\_\_\_\_\_ Line Dancing

\_\_\_\_\_ Music and Rhythm

\_\_\_\_\_ Outdoor Sports

\_\_\_\_\_ Stem

\_\_\_\_\_ Survival Skills

\_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_ Other \_\_\_\_\_

# Indiana 4-H Behavioral Criteria for all Youth Participants

Indiana 4-H has a set of behavioral criteria that we expect our participants to follow as outlined below. Youth and their parents/guardians review and agree to these expectations at the time of 4-H enrollment in 4-H Online.

When attending, participating in, or acting on behalf of the 4-H program, all persons are expected to conduct themselves in accordance with accepted standards of social behavior, to respect rights of others, and to refrain from any conduct which may be injurious to the 4-H program to persons and the 4-H program.

## **As a participant in the Indiana 4-H Youth Development Program, I will:**

- Respect, follow, and enforce the rules, policies, and guidelines established by the Purdue University Cooperative Extension Service, including all laws related to child abuse and substance abuse.
- Conduct myself in a courteous, respectful manner, exhibit good sportsmanship, and demonstrate reasonable conflict management skills. I will avoid any action that would obstruct or disrupt any 4-H activity, or that threatens or interferes with maintenance of appropriate order and discipline, and will also discourage others from any of those actions.
- Be truthful and forthright when representing the 4-H Youth Development Program. At no time, will I cheat or knowingly furnish false information.
- Present accurate, unaltered 4-H records.
- Follow the specific terms and conditions of a given project, contest, or activity. I will also encourage others to follow these terms and conditions.
- Under no circumstances possess, distribute, consume, or be under the influence of alcohol, tobacco or tobacco-like products, electronic smoking devices (including, but not limited to, e-cigs, vapes, juuls), illegal drugs, or other dangerous substances at 4-H Youth Development Program events or activities.
- Under no circumstances distribute, misuse, or abuse over-the-counter, homeopathic (including supplements and vitamins), or prescription medications.
- Under no circumstances possess or use weapons, fire crackers, chemicals, or other materials that can be used to create an explosive mixture. Note: firearms and archery equipment utilized under the direct supervision of an approved and certified 4-H Shooting Sports Instructor at an approved 4-H Shooting Sports activity are acceptable.
- Recognize that verbal, physical, or emotional abuse, or any conduct which threatens or endangers the health or safety of any person will not be tolerated. Avoid any reckless or inappropriate behavior.
- Respect physical property of others. Theft of, or malicious damage to, property is not tolerated, nor is any unauthorized entry, use, or occupancy of any facility.
- Understand that failure to comply with equal opportunity and anti-discrimination laws, or committing criminal acts are not acceptable practices in 4-H Youth Development Programs.
- Embrace diversity among all youth and adult participants, helping each person to feel welcome and included in the 4-H Youth Development Program.
- Accept my responsibility to represent 4-H Youth Development Programs with dignity and pride by being a positive role model for others.
- Avoid inappropriate interactions with, and inappropriate displays of affection toward, other persons. I will not have unapproved guests in sleeping quarters at overnight 4-H events, nor will I engage in sexual behavior.
- Wear clothing that is appropriate for the event or activity.
- Avoid using any lewd, indecent, or obscene conduct or language.
- Accept supervision and support from Extension staff or designated volunteers.
- Be mindful of and follow Purdue, Centers for Disease Control and Prevention (CDC), and other state and local health authority safety guidelines and procedures related to any epidemic or pandemic illness.
- Participate in appropriate orientation and training, including youth protection standards, sponsored by the Purdue Cooperative Extension Service.
- Operate machinery, vehicles, and other equipment in a safe and responsible manner.
- Not misuse fire equipment or sound a false fire alarm.
- Treat animals in a humane manner and teach program participants appropriate animal care and management.
- Use technology in an appropriate manner that reflects the best practices in youth development. During virtual 4-H activities, I will follow acceptable University practices being mindful of the virtual learning environment.
- Accept my responsibility to promote and support the 4-H Youth Development Program in order to develop an effective county, state, and national program.

I have been given the opportunity to review these expectations and the opportunity to ask questions, and those questions have been answered to my satisfaction. By signing below, I acknowledge that I have read and agree to abide by the behavioral expectations in this document. I understand that my failure to comply with these expectations may result in disciplinary action or termination of my participation in the Indiana 4-H Youth Development Program.

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4-H Member Signature (required if 18 years of age or over)

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Date

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Parent/Legal Guardian Signature

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Date



# 4-H Camp Counselor Agreement

## Northeast Indiana 4-H Camp



I, \_\_\_\_\_, agree to be a 4-H Camp Counselor at Epworth Forest Conference Center in North Webster, Indiana, from **June 4-6, 2025, including the preceding day (June 4) for camp preparations.**

By signing below, I acknowledge that I have read the 4-H Camp Counselor Position, signed Indiana 4-H Youth Behavioral Expectations, and agree to abide by the responsibilities described in the Position Description.

**I will be expected to:**

- Attend the camp counselor training sessions.
 

**March 6, 5:30-8 PM ET** at Keith Busse Alumni Center

**May 19, 5:30-8 PM ET** at the DeKalb County Fairgrounds

**April 15, 5:30-8 PM ET** at the Noble County 4-H Park

**June 4** at 1 PM ET at the Epworth Forest Conference Center
- Abide by the Camera/Cell Phone Policy (note: unless otherwise authorized by Extension staff).
  - Educators will collect devices after breakfast on Wednesday AM after breakfast and all devices will be kept in a secured location throughout the duration of camp and returned at the completion of camp clean-up.
- Treat peers with respect by not bullying fellow counselors/campers or participating in roughhousing, horse-play, or hazing.
- Conduct myself as a positive role model and be responsible.
- Set a good example by not using profanity or telling off-color jokes/stories.
- Leave my personal life at home if it is not appropriate to be heard by campers.
- Sign and follow 4-H –785Y; Youth Behavioral Expectations Form.
- Avoid inappropriate interactions with and displays of affection toward other persons.
- Wear appropriate attire during camp: school wear is a good rule of thumb (no tobacco or alcohol logos.) Spaghetti-strapped tops, tube tops, halter tops, and bare midriffs are NOT acceptable. Shorts/pants belong at the waistline. Shorts need to be an appropriate length – middle of thigh. Be sure to wear comfortable shoes due to amount of activity and walking you will encounter.
- Not have possession of harmful objects without specific authorization from the Camp Chair, including but not limited to: knives of any kind (pocket, utility, etc.), lighters, matches, fireworks, explosives, firearms, weapons, etc.
- Be a responsible counselor and ensure campers are provided guidance towards a safe and fun week.
- Ensure that all campers are supervised by counselor staff at all times. Be sure that all campers know that they must remain on the camp grounds at all times and are responsible for their behavior at all times. Epworth Forest is an ungated camp near many residences, and the general public will sometimes walk through or enter the camp. Please make sure campers do not interact with strangers.
- Get to know each of the campers personally and by name.
- Have all campers give their medications to the nurse. Counselors will do the same.
- Make sure each camper uses personal hygiene, gets rest, and eats well. I will also take care of my own health by resting before coming to camp, eating healthy, and getting adequate sleep during camp.
- Make sure that all campers are familiar with camp facilities and camp rules.
- Go over the camp schedule every day to help campers know what to expect of the day.
- See that all campers are involved in all activities. Make sure no one is excluded.
- Check for illness or injury, but don't make a "fuss" about minor things. Escort hurt or sick campers to the nurse. Please make sure a fellow Counselor can "watch over" your other campers while you are travelling to and from the nurse.
- Follow guidelines for lights out and cabin supervision. Be in my cabin with my campers at all times between the hours of "Lights Out" and "Rise and Shine" (note: unless otherwise authorized by Extension staff).
- Never discipline a camper by ridicule or physical punishment; patience and understanding works best.
- Urge safety at all times. Take time to explain how and why to do something safely.
- Work as a team to plan, organize, and conduct all camp activities.
- Be flexible with other counselors and adult staff. Plans do change, and rain does come.
- Participate in camp promotion.
- Follow the leadership of the camping program through adult advisors/volunteers/staff.
- Follow the camp rules as explained by the 4-H Camp Staff.
- Understand that if I am unable to fulfill these duties, Northeast Indiana 4-H Camp Staff may select an alternate counselor to take my place.

**I understand and agree that I will be asked to call my parents/guardian immediately to pick me up if I conduct myself in an irresponsible manner, which includes being out of my cabin after hours and/or the possession or use of tobacco, alcohol, illegal drugs or fireworks.**

4-H Camp Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

I hereby approve of my child's selection as a 4-H Camp Counselor, and agree to help him or her to meet the guidelines listed above.

Parent or Legal Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

*\*Parent or Legal Guardian's signature is required regardless of 4-H Camp Counselor's age for insurance purposes.*