

Outagamie County 4-H Camp



4-H Camp Youth Staff Application Materials

Outagamie and Calumet County 4-H Camp: August *Application deadline: December 31*

Interviews: January 15, 2026, 6:00-8:30 pm in Outagamie County

All applicants must attend an interview or contact the educator.

This packet contains:

- Brief Descriptions for Youth Camp Staff Positions
- Youth Camp Staff Application
- **TWO** Recommendations that need to be completed by non-relatives for new applicants
- **TWO** Reflection questions that need to be answered by returning staff

The following items are due from you by December 31:

- ☐ Application
- ☐ TWO Adult Recommendations for new applicants(sent directly from the adults)
- ☐ ONE Reflection question from returning staff

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.

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

DEADLINE: DECEMBER 31

Outagamie County UW-Extension
Attn: 4-H Camp
3365 W. Brewster St
Appleton, WI 54914
alicia.schroederhaag@wisc.edu
(920) 832-5127

4-H is a program of the UW-Madison Division of Extension
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Outagamie 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
- Minimum age of 17 years by date of camp

Outpost/Adventure Counselor

- Works directly with campers, supporting the emotional and physical needs of campers
- Participates in programs with campers
- Develops short lesson plans to prepare for free time activities and nightly reflections
- Works cooperatively with youth and adult staff to supervise and manage camper behavior
- Assist in coordinating meals, games, and activities
- Minimum age of 16 years by date of camp

Base Camp Cabin Counselor

- Works directly with campers, supporting the emotional and physical needs of campers
- Participates in programs with campers
- Develops short lesson plans to prepare for cabin time activities and nightly reflections
- Works cooperatively with youth and adult staff to supervise and manage camper behavior
- Minimum age of 15 years by date of camp, 14 years for Jr. Counselor

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 & Slideshow (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); will also sleep in a camper cabin
- 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

Outagamie County 4-H Camp
4-H CAMP YOUTH STAFF APPLICATION
*Applications due **December 31***

Name: _____ Date: _____
 First Middle Initial Last

Street Address: _____

City/State/Zip: _____
 City State Zip

Home Phone: _____ Cell: _____

Best phone number to reach **YOU**: _____ Gender: _____

E-mail: _____

Name of Parent(s)/Guardian(s): _____

Please Check One:

☐ I am an Outagamie County 4-H member of _____ 4-H Club

☐ I am a 4-H member from _____ County

☐ I am a community/non 4-H member

Please select your t-shirt size (Y= youth sizes, A = adult sizes)

☐YS ☐YM ☐YL ☐YXL ☐AS ☐AM ☐AL ☐AXL ☐AXXL

What grade are you currently in?

☐8th Grade ☐9th Grade ☐10th Grade ☐11th Grade ☐12th Grade ☐13th Grade

What is your previous camp experience?

Number of years as a camper: _____ Location and type of camp: _____

Number of years as a counselor: _____ Location and type of camp: _____

Position(s): Please rank the positions you are applying for, in order of preference, with **1** being your first choice, **2** being your second choice, etc. Leave blank if you're not interested. Please see descriptions on page 2.

_____ Junior Director _____ Outpost/Adventure Counselor _____ Cabin Counselor

_____ Jr. Counselor _____ Program Staff - Crafts _____ Program Staff – Recreation

_____ Program Staff - Nature _____ Evening Program Director

I understand that I am required to attend the interview session listed below. All applicants are expected to attend an interview or contact Alicia Schroeder-Haag to make alternative arrangements.

☐ January 15 at 6:00pm in Outagamie County

*****More on Reverse Side*****

Outagamie 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 an interview session on January 15 in Outagamie County or contact my educator for alternative arrangements.
- I will be required to attend a camp staff orientation on February 12, 6:30-8 p.m., statewide camp staff trainings, 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/tents, 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.
- I understand if I'm unable to attend an interview, I may forfeit my opportunity to participate as a camp youth staff member for the camp program.
- ***All summer camp youth staff must be 14 years of age or older by June 1, 2026.***
- **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 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: _____

Outagamie County 4-H Camp CAMP YOUTH STAFF RECOMMENDATION FORM FOR NEW STAFF ONLY

Name of Applicant: _____

As part of the process for selecting youth for Outagamie County 4-H Camp Staff, the selection committee is seeking recommendation and information for each candidate. The applicant would be responsible for mentoring youth in grades 3-8 at a four-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	☐	☐	☐	☐	☐
• Maturity	☐	☐	☐	☐	☐
• Participation in extracurricular activities	☐	☐	☐	☐	☐
• Responsibility	☐	☐	☐	☐	☐
• Positive attitude	☐	☐	☐	☐	☐
• Willing to work as a team member	☐	☐	☐	☐	☐
• Willingness to learn new things	☐	☐	☐	☐	☐
• Experience with children in group setting	☐	☐	☐	☐	☐

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: _____

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An EEO/AA employer, University of Wisconsin-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX, and ADA requirements. Please make requests for reasonable accommodations to ensure equal access to educational programs as early as possible preceding the scheduled program, service or activity.

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• Willing to work as a team member	☐	☐	☐	☐	☐
• Willingness to learn new things	☐	☐	☐	☐	☐
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**Outagamie County 4-H Camp
CAMP YOUTH STAFF
REFLECTION QUESTION FOR RETURNING STAFF**

Name of Applicant: _____

Directions: Please take a few minutes to respond to the following questions. These should be well thought out responses, at least 5-7 sentences in length. Please note that if you have not been on staff in the past two years you need to submit 2 letters of recommendation.

What have you learned from your experience as a camp counselor that has made you a stronger leader? Where, besides camp, have used what you learned?

What will you bring to the team that may be different than last year to improve the summer camp programs?

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