

## 4-H Day Camp Counselor Job Description

### Qualifications

1. Demonstrate a desire and ability to work with youth in an outdoor situation
2. Ability to communicate effectively with supervisors, peers, and youth, and to work as a member of a team to provide positive educational experiences for campers
3. Should exhibit enthusiasm, honesty, patience, self-control, adaptability, and a sense of humor

### Major Duties and Responsibilities

1. Provide a safe and secure environment where all youth are encouraged to learn and develop positive leadership, life and social skills.
2. Serve as a positive role model for youth by upholding all rules and regulations stated in the Delaware 4-H code of conduct; including but not limited to the use of proper language, and acting in a moral and ethically responsible manner.
3. Have a "Camper First" attitude; focus on completing responsibilities first and having fun second. Remember camp is for the campers!
4. Plan up to three different classes, and implement them during the week(s) of your camp employment.
5. Respect and affirm decisions made by 4-H staff members regarding camper disciplinary and safety issues.
6. Set an example for all campers in areas of: punctuality, hygiene and appearance, camp duties, sportsmanship, and table manners.
7. Attend all pre-camp trainings and meetings. While in camp, attend and arrive on time to all meetings.
8. Take full responsibility for all camp duties including class preparation and clean-up, and any other special assignments ex: song leader, at-large counselors etc.
9. Complete incident reports as issues occur and complete a follow-up within 24 hours of the event.
10. Observe and obey all emergency procedures.
11. Follow camp rules pertaining to the restricted use of tobacco, drugs, alcohol, weapons, and medications.
12. Encourage respect for all camp equipment, facilities, and personal property.
13. Turn in all medications to 4-H staff by 8:30 am on Monday morning.
14. Restrict from using electronic equipment including cell phones, iPods, gaming devices etc.
15. In the event of tardiness or absenteeism, you are required to notify a 4-H staff member. If already know you will not be able to attend on a certain day or will need to leave early, please address this on the first day of camp.

**By signing below I agree to all of the terms and conditions stated above.**

_____	_____
Applicant	Date
_____	_____
Parent/Guardian	Date
_____	_____
4-H Extension Educator	Date