



TEXAS A&M AGRI LIFE EXTENSION



Teen Volunteer Camp Counselor Information

- *We are looking for senior level 4-H members who have an interest in mentoring younger youth in our 4-H Camp Programs.*
- Our 4-H Camp programs occur at the Texas 4-H Conference Center
- These are our current list of camps and dates
 - National Guard Camp June 7-11
 - Aperture Academy June 16-19
 - Fishing Camp June 16-18
 - STEM Camp June 16-18
 - Wildlife Camp June 16-18
 - Horizons Camp June 27-July 1
 - County Camp 1 July 1-3
 - County Camp 2 July 5-7
 - Outdoor Adventure Camp July 7-9
 - Prime Time 1 July 11-14
 - Prime Time 2 July 14-17
- We may also assist with Outdoor Challenge June 20-22
- Room and board will be provided during your time at the center when you are volunteering and also for any trainings held at the center.
- Training will be required of all volunteer teen counselors.
- Travel to and from the Center is the responsibility of the Teen Volunteer.
- We are looking for volunteers who can work all/some/one session(s)
- Our Counselor to Camper Ratio is 1:8 and you will be working with at least 2 Adult Chaperones or Staff per dorm.

Texas 4-H Center

Teen Volunteer Camp Counselor Job Description

Work under the immediate supervision of the Texas 4-H Center Program Director and be responsive to the directions of other Texas 4-H Center staff.

Each Texas 4-H Center Summer Camp Counselor Staff member is assigned to be housed in one specific living unit (dorm). The counselor is responsible for giving leadership and guidance to any and all participants assigned to their dorm for the duration of the session being attended.

They are additionally responsible for setting a good example, being a positive role model and promoting activities for leadership development, project enhancement, self-image and self-concept awareness.

Major Duties and Responsibilities:

1. Act as leader and serve as supervisor for boys or girls in the assigned living unit.
2. Inventory and maintain in good condition any and all items in assigned living unit (i.e.: beds, drawers, mirrors, floors, etc.)
3. Be responsible for living unit maintenance and cleaning procedures set forth by Texas 4-H Center Housekeeping Department.
4. Coordinate KP duties with groups assigned during each session.
5. Assist Maintenance Personnel in setting up, breaking down and preparing for incoming and outgoing groups.
6. Maintain Texas 4-H Conference Center facilities and grounds and enforce the rules and regulations with all participants.
7. Be creative, innovative and develop, maintain and utilize a positive and enthusiastic attitude with the total Texas 4-H Center permanent and summer staff as to insure a positive experience for all participants.
8. Understand and adhere to all stipulations and requirements as described and established in the Texas 4-H Center Summer Staff Contract.

Specific Responsibilities:

1. Be the leaders in developing a wholesome camp spirit:
 - Be friendly to everyone.
 - Learn and use first names.
 - Set a good example.
 - Help the campers feel at home.
 - Encourage campers to participate in all activities, to take care of equipment and 4-H Center property, etc.
 - Respect the camper's right to have ideas.
 - Bring out the hidden talents of campers.
 - Go over the camp schedule with campers as often as necessary.
 - Carry out instructions of camp director(s) or program leader.
 - Preside at meals.

- Inform campers of procedures used in meal service and clearing of tables.
 - Lead and direct table conversation.
 - Give special attention to
 - Seeing that no one is left out.
 - Encouraging good eating habits.
 - Checking on illnesses or injuries and, if necessary, reporting them to the 4-H Center nurse/EMT.
 - Getting campers to various locations on time.
 - Promoting safety at all times.
 - Getting quiet after “lights out”.
 - Encouraging every camper to be considerate of his fellow campers as well as staff.
 - Maintaining necessary discipline by helping campers understand the limits prescribed for group living situations.
 - Promote the six Pillars of Character...trustworthiness, respect, responsibility, fairness, caring, and citizenship.
2. Assist with educational and recreational programs by teaching or coordinating specified activities as assigned.
 3. Work with summer camp staff in a variety of activities such as sports, ceremonials, arts and crafts, and evening recreation.
 4. Be responsible for awareness and enforcement of all Texas 4-H Center rules and regulations concerning participation, inventory and property.
 5. Be responsible for beginning and closing inventory forms of all user groups.
 6. Utilize County Extension Agents, Volunteer Leaders and Staff Leaders in supportive and meaningful ways to help supervise activities.

Supportive Responsibilities:

1. Actively and enthusiastically participate in each and all activities and encourage all participants to do likewise.
2. Attend all scheduled and spontaneously called staff meetings.
3. Assist with other duties as assigned (ex: pool spotter, program set-up, etc.)

Training Expectations:

All Teen Volunteer Counselors will be required to participate in Counselor Training. Trainings will be held through conference calls and in person events. Some of these events will be held at the 4-H Center some may be held in county offices.