



Chatham County 4-H Summer Camp Counselor Job Application - 2014

Personal Information

Name: _____ Age: _____ DOB: _____

Gender: _____ Address: _____

City: _____ State/Zip: _____

Home Phone: _____ Cell Phone: _____

Email: _____ Race: _____

(if applicable) Grade level: _____ School Attending: _____

Emergency Information:

Name: _____

Relationship: _____

Address: _____ City: _____ State/Zip: _____

Education:

	School Name	Location	Year Graduated	Major
High School				
College				
Graduate or Professional				
Other				

Current year in school: _____

Staffing Positions

Position you are applying for (check one) :

Counselor _____

Are you a 4-H member? _____

Have you been employed with Chatham County 4-H before? _____

If so, list dates and positions: _____

Related Experience (other camps, organizations, clubs, volunteer work, jobs, where you have taken a leadership role)

Name of organization	Dates	Role

Certifications (First Aid, CPR, Lifeguarding, Canoeing, etc.)

Certification	Date issued

	Fishing		Storytelling		Agriculture
	Ecology/Environmental		Sports/Games		Forestry (Tree ID)
	Swimming		Crafts		Fire Safety
	Canoeing		Wildlife		Insects

Skills (indicate skills that you have that may be helpful in a camp setting)

Other skills: _____

References (Please include names and contact info for two individuals who are not relatives. The application is not complete without written reference forms from these individuals. Applicants should ask your references to send us the forms by the

application due date, which is Friday, May 9th, 2014)

1)Name:	Address:
Phone:	Occupation:
2)Name:	Address:
Phone:	Occupation:

Criminal History

Have you ever been convicted of any unlawful offense other than a minor traffic violation? This includes DUI/DWI, worthless checks, violations of local ordinances or state statutes that resulted in a fine or incarceration, misdemeanors, felonies, etc. Guilty verdicts, guilty pleas, prayers for judgment (PJC), and "no-contest" pleas must be included unless the convictions have been expunged from your record.

If YES, list below the date(s), county(s), state(s), and specific crime(s). A previous conviction will not automatically disqualify you from employment. However, failure to provide complete and accurate information is considered "falsification," and your application will be removed from consideration. If currently employed, falsification may subject you to disciplinary action up to and including termination of employment. If you are unsure of your conviction history, please verify prior to answering.

Essays (Please attach additional pages if necessary.)

1. Write a brief biographical sketch, including specialized training in camping, and experience or training in other fields which might have a bearing on this application.
2. Why do you want to work with the Chatham County 4-H Summer Program?
3. List extracurricular school and church activities.
4. What contributions do you feel you can make to camp?
5. What experiences have you had working with children?
6. Do you enjoy working with children? Why?

Chatham County 4-H's objective is to be a strong, positive, influence on campers who are developing their personal habits and values. A summer staff member's example is most important in achieving this objective. Accordingly, I understand and agree to abide by 4-H expectations regarding the use of illegal drugs in any form, the use of alcoholic beverages or tobacco and the necessity of maintaining good personal habits of conduct, grooming and hygiene.

In addition to this application, two reference forms, a code of conduct and photo release form must be turned in for this application to be considered complete.

I do hereby acknowledge that the information that I have submitted is correct to the best of my knowledge. I did not knowingly provide false information.

Agreement

Proof of Employability: If employed, proof of identity and eligibility for employment are required.

Pay: Starting salaries are based on your relevant education and experience, labor market considerations, salary equity, and budget.

North Carolina law requires notice to every applicant for State employment that willfully providing false or misleading information or failing to disclose relevant information shall be grounds for rejection of an application or later disciplinary action or criminal prosecution.

Dismissal from employment shall be mandatory in any case in which a false or misleading representation is made in order to meet position qualifications. The employer is required by law to verify an applicant's representations about credentials and other qualifications relevant to employment. By executing this employment application, you authorize the release to the University of North Carolina system of any document or information within the possession of a third party (such as an educational institution or licensure board, former employer, or professional reference) that may serve to verify any representations made by you in this employment application. Further, if you are the selected candidate, you understand and agree that employment is contingent upon satisfactory background checks, verification of academic and professional credentials, and upon your agreement to familiarize yourself with, and to abide by, the policies and regulations of the University throughout the course of your employment. Employment is subject to the Constitution and laws of the United States and the State of North Carolina, and to the policies, regulations, and rules of the University of North Carolina and NC State University as adopted and as periodically revised or amended, and which can currently be found online through www.northcarolina.edu and www.ncsu.edu.

BY SIGNING BELOW, I certify that I have read and agree with these statements.

Signature: _____

Date: _____

Please return all application materials to: Chatham County 4-H,
PO Box 279, Pittsboro, NC 27312
Phone: 919.542.8202 Fax: 919.542.8246

Applications must be received before 5:00PM or postmarked by Friday, May 9, 2014.

The Chatham County Extension Center is located in the Chatham County Agriculture Building at 65 E. Chatham Street in Pittsboro. The Chatham Extension Center offices are open Monday-Friday from 8:00AM – 5:00PM daily.

North Carolina State University and North Carolina A&T State University commit themselves to positive action to secure equal opportunity regardless of race, color, religion, creed, national origin, sex, age, disability, or veteran's status. In addition, the two Universities welcome all person without regard to sexual orientation. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.

Persons with disabilities and persons with limited English proficiency may request accommodations to participate by contacting Sam Groce, County Extension Director at 919.542.8202 or sam_groce@ncsu.edu or in person at the County Extension Office at least 30 days prior to the event.

Office Use Only

Date received:	Accepted:
Date Acceptance packet sent:	Staff Initials:



2014 CHATHAM COUNTY 4-H DAY CAMP COUNSELOR REFERENCE FORM

_____ is applying to serve as a 2014 4-H Day Camp Counselor.
(Applicant's name)

In order for the 4-H Staff to evaluate the applicant and identify training areas, you are being asked to complete this reference form. Please be thorough and forthright. All comments are confidential and will not be shared with the applicant. Comment on the following topics and return this form **directly** to the Extension office by FRIDAY, MAY 9, 2014 (please do not give to applicant to return).

Reference Provided by:

Name: (print) _____

Signature: _____

Address: _____

Date: _____

Mail or return to:

Chatham County 4-H

P.O. Box 279

65 E. Chatham Street

Pittsboro, NC 27312

Person completing this form cannot be a relative of the applicant.

- How long have you known the applicant? _____
- In what capacity? (advisor, teacher, etc.) _____

2. Do you recommend this 4-H'er to be a camp counselor? Yes / No
Why? _____

3. Would you place a child for whom you are responsible under the applicant's care? Yes / No
Why? _____

4. How would you rate his/her ability & attitude in working with youth (ages 6–12)? Excellent Good Fair Poor
Why? _____

5. How would you rate his/her ability & attitude in working with peers? Excellent Good Fair Poor

6. Leadership Roles & Responsibilities

A. Capacity in which you know / work with applicant? (ex. committees, offices, sports)

B. Comment on applicant's ability to *complete and follow through* with tasks

7. Please evaluate the applicant using this scale: E = Excellent G = Good F = Fair P = Poor NK = Not Known

E	G	F	P	NK	Over-all Attitude
E	G	F	P	NK	Dependability
E	G	F	P	NK	Communication Skills
E	G	F	P	NK	Emotional Maturity & Judgment
E	G	F	P	NK	Enthusiasm & Energy
E	G	F	P	NK	Resourcefulness
E	G	F	P	NK	Respect for Authority
E	G	F	P	NK	Respect for Peers
E	G	F	P	NK	Sense of Humor
E	G	F	P	NK	Patience

10. Additional Comments (feel free to write on back)



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