

Iron County Summer Youth Camp Staff Application Packets



- **Application**
- **Cover Letter**
- **Resume**
- **References**

Deadline is March 4, 2022

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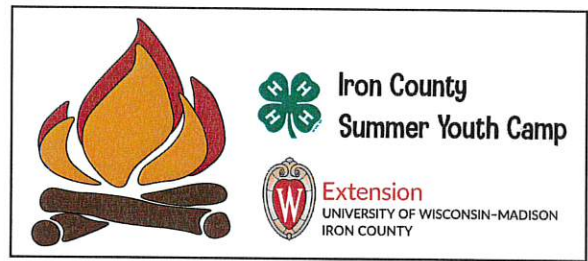


Extension
UNIVERSITY OF WISCONSIN-MADISON

Neil Klemme

4-H Youth Development Educator

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715 561-2695
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January 3, 2022

Dear potential Iron County Summer Youth Camp Staff,

Thank you for your interest in being a part of the Iron County Summer Youth Camp Staff. We are in the process of planning for the 2022 Iron County Summer Youth Camp experience. Counselors are an important part of that. I look back on when I was a camper, a long time ago, and still remember the counselors that made camp so much fun. I also remember the ones that didn't make it much fun. This is where you come in. The planning team is now accepting applications for the 2022 camp. Camp will be held on July 18-22 at Trails End Youth Camp in Bruce, WI.

A few things to consider:

1. On the application page you will notice that there are numbers in parenthesis after each position. This is the number of each position we will be selecting. Due to the number of beds available and the number of campers, this is the maximum number of staff we can select.
 - a. There will only be 2 counselors in each cabin. This will allow you to have some help with your cabin and allows us to schedule breaks for the counselors.
 - b. There are 2 Junior Directors, 2 Arts and Crafts Directors, 2 Recreation Directors, and 2 Photographers this year as well. These positions will plan activities before camp and run activities during camp.
 - c. All of this is of course dependent on the COVID situation at the time of camp.
2. Camp will once again be held at Trail's End. I am excited to be there for our third year. Camp staff training will be on June 29th and 30th. We will spend a night at the camp and conduct the training on-site. **You will need to attend this training, or you will not be able to come to camp.** This is going to be a great year and I look forward to working with you.

Please remember there will be an interview after the deadline. I have tentatively scheduled them for March 19th and 20th, 2022. A letter will be sent after I receive your applications. This has been a great camp over the years, and we are working to improve and provide the best experience for all involved. I look forward to receiving your application materials.

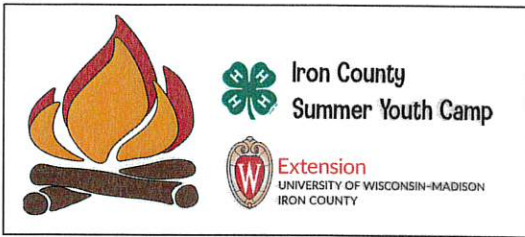
Deadline is March 4th, 2022.

Sincerely

Neil Klemme

4-H Youth Development Educator

University of Wisconsin-Madison, Division of Extension-Iron County



IRON COUNTY SUMMER YOUTH CAMP

STAFF APPLICATION

Return Application by March 4, 2022

Name _____ Age ____ Male Female
 Grade in School 2021-22 _____ School Attended _____ T-shirt size _____
 Cell Phone: _____ Home Phone: _____ Email address: _____
 Home Address: _____

1.) Why do you want to be part of Camp Staff?

2.) Please provide two references from non-parental adults. Complete the forms attached to this application and give them to your references. Follow up with your references to make sure they have returned them by February 21, 2020.

Name	Email Address	Phone Number
1. _____	_____	_____
2. _____	_____	_____

What position are you applying for? See Iron County UWEX website for full position descriptions.

- Arts and Crafts Director (2)
- Junior Director (2)
- Photographer (2)
- Recreation Director (2)
- Cabin Counselor (8 male, 8 female)
- Counselor in Training (?)

What is your experience with Camp or with planning events like this? (Check all that apply)

- _____ Camp counselor?
- _____ Worked with children?
- _____ Leader in a club or organization?
- _____ Leader of a group? What Group? _____
- _____ Planned or organized a large event?
- _____ Enjoy children, teens and adults?
- _____ Had a job?
- _____ Volunteered in school or community?
- _____ Participated in any youth organization?
- _____ Participated in a school sport or club?

4. Please submit a resume and cover letter along with this application. If you need help preparing a resume, give me a call and I can walk you through the process.

I am committed to doing my best as a Camp Staff Member. I am willing to participate in the training sessions that will help prepare me for these responsibilities. I also agree to adhere to the Camp Staff Expectations throughout the week of Camp.

Camp Staff Applicant Signature: _____ Date _____

Dear Parent/Guardian: Please sign below to verify that you agree your son/daughter may be considered for a Camp Staff position as well as participate on the Camp Staff.

Parent/Guardian Signature: _____ Date _____

Sample Resume:

The sample resume that appears below is intended to help you in crafting your own resume. You are not required to have all sections or information present in this example, and likewise, you may include additional information that could be helpful to the selection committee.

Your Name
123 4th St.
Anywhere, WI 53555
(608) 555-1234
wi4her@gmail.com

**EDUCATION
NON-SCHOOL
INVOLVEMENT &
ACTIVITIES**

Unless you are in 4-H this section should be work experience or other similar experience.



Lancaster High School, Sophomore
Day in the Arts, 5 years
Lancaster Busy Badgers, 8 years
President, Vice President, Reporter

Delegate to Wisconsin 4-H & Youth Conference, 2009
Citizenship Washington Focus, 2010
Grant County 4-H Junior Leaders, 3 years
SWEL Trip, 2010
Livestock Judging, 5 years
County Fair Exhibitor, 9 years
Cloverbud Day helper, 2 years

**SCHOOL &
COMMUNITY
INVOLVEMENT**

Honor Roll, 4 years
Volleyball, 4 years
Softball, 3 years
Lancaster FFA, 2 years
Swing Choir, 2 years

*These headings are
only suggestions
you are free to
make headings that
fit your
qualifications*

**LEADERSHIP &
ACCOMPLISHMENTS**

President/Vice President of Lancaster Busy Badgers 4-H
- Set a positive example for younger club members
- Worked with general leader and officer team to create agendas monthly club activities.
- Created an inclusive club environment for new families

**VOLUNTEER
AND OTHER
EXPERIENCES**

Assistant Herdsman, Hi-Point Beef, June 2010-Present
Highway Clean-up, 2004-2010
Grant County Youth Fair Board, 2008-Present
Grant County Dairy Breakfast Volunteer, 6 years
Wisconsin Junior Angus Association Member, 6 years

SAMPLE COVER LETTER 1

Your Street Address
Your City, state, zip

Date

Person's Name
Company Name
Company Address
City, State, Zip

Dear (Mr./ Ms. Person's Name):

Several items mentioned in your advertisement for a Research Assistant in the (name of publication) on (date) suggest you may be searching for someone with my background. In fact, I was excited to see how closely my qualifications matched your requirements:

Your Requirements My Qualifications

- Background in Biology • Graduated with a BS in Biology/Conservation track
- Field experience • Independent study in field research with toads as well as the course Field Biology
- Ability to write reports • Writing endorsement in science format
- Basic statistical knowledge • Course work in Elementary Statistics

My Biology coursework has centered around Conservation as highlighted on my resume. This academic background has also prepared me for field research. I have taken multiple Biology and Chemistry classes which have enabled me to improve my research skills as well as my analytical abilities. As a result of my rewarding field research with toads last summer and my academic coursework, I am confident that I could make a strong contribution to your wildlife research department.

Thank you for your consideration of my credentials. I will contact your office in the next ten days to see if you require any additional information regarding my qualifications.

Sincerely,

Your Name+Signature