



## HARFORD COUNTY 4-H CAMP COUNSELOR CODE OF CONDUCT AND AGREEMENT

I, \_\_\_\_\_, agree that if I am selected, I will participate in the Harford County 4-H Camp Counselor Training Program. I understand that this is a training period and only once I satisfy all the requirements will I be permitted to be a counselor at 4-H Camp.

I will be expected to:

- Adhere to the University of Maryland 4-H Code of Conduct, Maryland and 4-H and Harford County 4-H policies and procedures.
- Attend the required number of counselor training sessions. I understand that I will be dismissed if I am not able to complete the required training. I will notify the appropriate camp director of my necessary absence in advance and will make-up all missed training hours as instructed.
- Submit my Counselor Application by December 30, 2021.
- Complete 5 Service Hours at the Camp by June 1, 2022.
- Counselors in Training must have two Recommendation Forms submitted by February 1, 2022.
- Complete all required paperwork by date due.
- Complete my Counselor Training.
- I will abide by the 2022 Cell Phone Policy.
- Treat others with respect.
- I will not bully fellow counselors/campers (name calling, hazing, etc.).
- Conduct myself as a positive role model and be a responsible person before, during and after camp ends.
- Set a good example by not using profanity or telling off-color jokes and stories.
- Not have in my possession tobacco, alcohol or illegal drugs.
- Not be in possession of harmful objects without specific authorization from the Camp Directors, including but not limited to: knives of any kind (pocket, utility, etc.), lighters, matches, fireworks, explosives, firearms, weapons, Tasers, etc.
- Not be in possession of pornography or other sexually oriented materials including nudity in visual or written materials including similar content.
- Be responsible to see that campers and fellow counselors are provided guidance towards a safe and fun week. I fully understand that camp is for the camper and will focus on spending time with them rather than other counselors.
- Ensure that all campers are supervised by counselor staff at all times. Be sure that all campers know that they must remain on the campgrounds at all times and be responsible for their behavior at all times.
- Get to know each of my assigned campers personally and by name. Try to get to know other campers outside of my pack as well.
- Report any camper/counselor that has any medication in their possession to the Camp Directors.

- Make sure that all my assigned campers are familiar with camp facilities and camp rules.
- I understand that as a counselor I must participate in all planned activities and can only be excused by a doctor's note.
- Make every effort to have campers participate in planned activities.
- Make sure that campers are never excluded from activities.
- Be aware of camper health, such as illness or injury, but do not make a "fuss" about minor things. Take all sick campers to the Health Suite, no matter how minor the ailment or injury.
- Always supervise the campers when in the dorms.
- Never discipline a camper by ridicule or physical punishment; patience and understanding works best.
- Urge safety to campers and other counselors at all times. Take time to explain how and why to do something safely.
- Work as a team to plan, organize and conduct all camp activities. Be a loyal, respectful and cooperative member of my pack to all campers and members of staff.
- Be on time! It is imperative to be on time at camp.
- Accept and carry out assigned responsibilities and volunteer/assistance when needed.
- Understand that Camp Directors and Adult Staff are at camp to provide guidance to me and I am to be respectful.
- I will not have conversation with lifeguards at the camp facility when they are on duty.
- I understand that flexibility is needed at camp.
- Follow all curfew times fully. Once I return to the dorm at curfew time, I will remain in the dorm until the designated time the next morning. I understand that violation of curfew will result in my termination as a counselor and may result in not being selected as a counselor the following year. I will be sent home immediately the morning after the violation. If I have a camper or if I need to visit the Health Suite, I will tell the Adult Staff on my side of the dorm and they will escort us to the Health Suite.
- When entering a dorm after lights out, I will be quiet and go to bed immediately.
- I understand that I will never be absent from my pack or from an all camp activity without telling another counselor or one of the Camp Directors.
- Confidentiality is very important at camp and I will keep confidential information to myself when it has been requested.
- Counselors are not to sit together at meals. Only two counselors per table.
- Counselors will be assigned tasks before, during and after meals.
- Counselors are not to hang out in the kitchen or the health suite.
- I may not leave the camp for any reason without permission from one of the Camp Directors. If I find it necessary to leave, I must have written permission from a parent/guardian. I will make every effort to avoid leaving camp as my workload will have to be passed along to a fellow counselor. Counselors must sign-out and sign-in on return.
- Counselors are not to request that parents bring items to them during camp. I will bring all necessary items to camp with me. If a situation arises, I will consult with one of the Camp Directors to see what steps are to be taken.
- I understand that Young Adult Staff (ages 18-20) are not fellow counselors, they have their own duties and responsibilities.
- I understand that nasty jokes, pranks, etc. against any one group or person is absolutely not permitted.
- Enforce the Security Policy.

- Any food or drink that is brought to camp will be kept in a PLASTIC BIN and stored in Rocks Lodge. Food and drink are the property of the owner and it is not to be touched if it does not belong to me.
- Rocks Lodge is a facility dedicated for use by the counselors in the counselor evening hours. I must do my part to ensure that the lodge kitchen and hall is cleaned at the end of the evening and free of trash and debris. The last person who leaves the lodge must make sure that all doors are shut, and lights are turned out. Abuse of the lodge will result in not being able to use the building.
- Counselors are expected to help with the set-up and clean-up of camp after final campfire.

I acknowledge that I have read this 4-H Camp Counselor Code of Conduct and Agreement. I also recognize the commitment and responsibilities involved with being a Harford County 4-H Camp Counselor and I believe I am able to accept the challenge. I understand that my status as a Harford County 4-H Camp Counselor may be terminated at any time for failure to abide by these and other policies and procedures.

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Applicant Signature

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Date