Just Doing My Job

Did you know that the skills youth learn in a volunteer position look just as valuable on a resume as those learned at a paid position? This activity will help youth understand how their volunteer work as a 4-H Camp Counselor helps them build many of the work skills they need for any job.

Youth Will Learn

*Workforce Skills*: Marketable personal qualities and abilities
*Success Indicators*: Youth will identify the skills needed to be a successful 4-H Camp Counselor. Youth will recognize that the skills needed to be a successful camp counselor are also value employability skills.

What You Need:

*Time Involved*: 30-45 minutes depending on group size
*Suggested Group Size*: Any
*Materials Needed*:
- Poster board, flip charts, or large sheets of paper
- Markers
- Workforce Facts handout

*Facilitator Tips*:

Prior to the session write out the “Workforce Facts” onto large poster board or flip chart paper. Have teens hold up each one as you discuss the “Workforce Facts” sheet. Then consider displaying the facts.

The Activity

1. Have the teens break up into small groups (groups of 4-5 work well).

2. Instruct the small groups to brainstorm about what skills are needed to be a great camp counselor. Have them write their answers on flip chart paper or large poster board. Give teens 5-7 minutes to complete this task.

3. Once teens are done generating their lists, have the groups share their answers.

4. Appoint or have some one volunteer to make one final large list of all the groups answers omitting repeats.
5. Referring to the final list that the teens created about the skills gained by being a camp counselor, ask the teens the following questions:
   - Why are these skills important to camp counseling?
   - Is camp counseling success more dependent on technical or workforce skills?
   - In what other situations are these skills important?

6. After discussing the skills gained by being a camp counselor, transition to the skills valued by employers. Ask the teens to join back into their small groups and brainstorm about the skills that they believe an employer might value. Have them write their answers on flip chart paper or large poster board. Give the teens 5-7 minutes to complete this task.

7. Pass out a copy of the “Workforce Facts” sheet to each teen.

8. Next, go over the “Workforce Facts” related to jobs/skills that employers value with the teens. Read each fact out loud or have volunteers read each fact out loud.

9. Have the teens identify the skills listed in the “Workforce Facts” sheet which are desired by employers. Then have the teens compare those skills to the camp counselor skills the teens listed on the flip charts/poster board. Discuss with the teens:
   - Are there similarities?
   - Are there differences?
Talk It Over

**Share**
- What does it take to be a successful camp counselor?
- What are the skills that you need to use?

**Process**
- Did any of the skills that you gain by being a camp counselor surprise you?
- Which skills that are valued by employers surprised you?
- Which skills were listed as skills you need to be a camp counselor that you feel are the most important? Why?

**Generalize**
- In what ways does being a camp counselor connect with having a job?
- What skills or qualities do you gain from being a camp counselor could be desired by a future employer?
- Why might employers value these skills?

**Apply**
- How can you or how do you use the skills gained from being a camp counselor at home or at school?
- How do you think you will use the skills you learn from being a camp counselor when you have a job?

"What really makes the difference is the applicant's ability to demonstrate what are now widely referred to as key skills, such as working as a member of a team, communication and interpersonal skills, problem solving and planning, and taking responsibility for one's own learning and development. These are the skills that differentiate the good from the great."

- John Cook, Head of Early Career Development at Rolls Royce
Workforce Facts

• Two of the top eight reasons for losing a job are poor relations with co-workers and not being reliable.

• One of the top three skills associated with improving chances for employment is the ability to problem solve.

• One of the most important attributes an employer wants in someone who works for them is to be comfortable speaking with and in front of others.

• Over 50% of employers say that most employees lack basic skills to be employed & advance in a job—these basic skills being honesty, being on time, coming to work on a regular basis, knowing how to work as a team, and working hard on the job.

• On the job, over half of many employees' time is spent listening and the other portion is spent communicating to others, either by phone or in person.

• Employers place a high priority on persons who can assume responsibility and motivate co-workers.

• Many employers value the ability to effectively work in a group as much as the technical skills associated with a job.

• Employers are placing a high priority on the ability of employees to absorb, process, and apply new information quickly and effectively. This is needed as employers more frequently shift employees between jobs and responsibilities.

• An organization’s ability to succeed depends on using creative thinking to solve problems and overcome barriers. Employers place a premium on workers who have adaptability skills.