



2020 Counselor in Training Information

Application Procedure:

1. The deadline to return your completed application and contract is **Thursday, March 19th at 4:00pm.**
2. Anyone interested in being a CIT in 2020 must apply! This *includes* those who were CITs in 2019.
3. Invitations to interview will be mailed in April. Those selected to be interviewed can use the link to our SignUpGenius included in your acceptance letter to setup a timeslot. Interviews will take place before May 1.
 1. If you are a returning CIT who was notified that you do not need to re-interview, submit the attached 2020 application and you will receive further instruction in April.
4. All those accepted into the program will be given directions on how to register for their weeks and pay.
 - Fee: \$30 per week for full-day camps / \$20 per week for half-day camps.
5. CIT shirts will be distributed on the first day of your assignment.

What is a Counselor in Training (CIT)?

CITs are an important part of our summer camp program. They help counselors monitor campers, set up games and activities, and learn about becoming a camp counselor. This is an exciting opportunity for personal growth while contributing to the community and fulfilling volunteer service hours. CITs may choose to work at Mixville Adventure Camps (8:45a.m.-3:45p.m.) or Sizzler (11:45a.m.-4:15p.m.). A limited number of CITs are assigned to each session and camp.

Requirements: CITs must...

- ✓ Be available to work two full weeks of camp.
- ✓ Enjoy active outdoor activities and working with children.
- ✓ Be entering 9th, 10th or 11th grade in the fall.
- ✓ Participate in all aspects of camp and come with a positive attitude.
- ✓ Be a role model for campers and behave appropriately at all times.
- ✓ Follow all camp rules.
- ✓ Act in a safe and responsible manner with campers.
- ✓ Wear sneakers and CIT shirt at all times.
- ✓ Remember that serving as a CIT is a privilege and a responsibility.

Dismissal:

The Parks and Recreation Department's staff reserves the right to contact a CIT's parent/guardian and to release any CIT who does not fulfill their contract obligations and/or behaves in an inappropriate manner. Serving as a Counselor in Training is a privilege. Improper behavior causes danger to the children at camp. Misbehavior will not be tolerated.

Contact Information:

Cheshire Parks & Recreation Department
Tim Weed, Program Coordinator
tweed@chshirect.org or 203.272.2743

Please review the "Frequently Asked Questions" on the back and call or email me if you have any other questions not addressed here. Thank you for your interest in becoming a CIT!

Frequently Asked Questions

Q. How many weeks will I be able to work?

A. All CITs must work two full weeks of the summer. Depending on the number of applicants and their availability, CITs who express an interest in working more than two weeks are occasionally permitted an additional week. In addition, CITs who do an outstanding job in their initial two weeks can be invited back by the Camp Director to work additional weeks. There is no guarantee that a CIT will get to work more than two weeks.

Q. What if I am not available for the full week?

A. must be available to work every weekday of a session. If a full day commitment is difficult for you, there is one afternoon only camp which might be a better option for you. Both campers and staff rely on you being at camp on time for every day of the session that you are assigned. If you cannot make the commitment to two weeks, then this opportunity may not be the right fit for you.

Q. Is there a fee to be a CIT?

A. CIT's pay a nominal fee of \$20 for half day and \$30 for full day camps to help cover the costs of T-shirt, transportation and admission fees. CITs asked to return for additional weeks will not be charged an additional enrollment fee beyond the initial 2 weeks.

Q. Do CITs get paid?

A. No. Being a CIT is a volunteer position.

Q. I will be using these hours for a community service requirement. How will I prove that I volunteered?

A. All CITs are mailed a letter as proof of the number of hours volunteered by the end of September. We also keep a copy of this letter in the office in case it is ever lost and needs to be replaced.

Q. If I volunteer as a CIT, does that mean I can work as a counselor when I am old enough?

A. Not necessarily. You will have a distinct advantage over anyone who applies that has never worked or volunteered for the Parks & Recreation Department, but there are only a limited number of positions that become available each year. Please keep in mind that we also review your CIT evaluations when we review your job application so you will want to make sure to do your best as a CIT so you have a great evaluation.

Q. How will I know how I did as a CIT?

A. All CITs are evaluated at the end of each week that they work. The Camp Director or Assistant Director will sit down with you on Friday to discuss how you did and mention any areas that could use improvement. You will receive guidance both from the Counselor that you are working with and from Camp Director or Assistant Director throughout the week. If you are ever unsure of what to do, then please ask a Counselor, Director or Assistant Director. We want you to be confident in everything that you do while at camp.

Q. Can I help at Before or After Care if I need to arrive early or get picked up late?

A. Because the numbers are lower in Extended Care and it is structured differently, CIT assistance is not needed. If you are unable to make arrangements to be dropped off at the start of the camp day and picked up at the end of the camp day, then you can register and pay to participate in Before or After Care just like the campers.

Q. What does a CIT do?

A. CITs work closely with the counselors. They assist with and participate in camp-wide activities as well as the activities of the group to which they are assigned each week. CITs are the counselors' helpers and help to keep the campers organized and enforce camp rules. On the first day of each session the Camp Director or Assistant Director will meet with the CITs for the week and assign them to a specific group of campers. The camp rules and expectations will also be discussed at this time. Being a CIT is a good way to learn about being a camp counselor and is a good introduction to working with children. CITs participate in all activities at camp and help wherever needed!

Q. What should I bring to camp?

A. You should come to camp dressed comfortably and appropriately for participating in a variety of activities including sports and arts & crafts. You must wear your CIT shirt daily and sneakers are mandatory! Bring sunscreen, a hat and sunglasses to protect you from the sun as well as a snack, lunch and plenty of water. Bring a bathing suit and towel too, even if you aren't swimming there are often water activities at camp and you will not want to be uncomfortable in your wet clothes for the rest of the day. You should not bring anything valuable to camp as we are not responsible for anything that gets lost or stolen. **Cell Phones and other electronics are forbidden.** In case of emergency CITs are welcome to use the camp phone or a CIT's parent can call him or her on the camp phone.

Cheshire Parks & Recreation Department ~ CIT Application for Summer 2020

Application must be completed by the CIT Candidate.

Name: _____ Grade entering in fall: _____ Gender: _____

Address: _____
Street City State Zip

Home Phone: _____ Cell Phone: _____

Email Address: _____

Please circle T-shirt size: S M L XL XXL

Have you ever been a CIT for the Cheshire Parks & Recreation Department camps? Yes No

If yes, please list camp(s), number of years and your camp director's or assistant director's name.

| <u>Camp</u> | <u>Number of Years</u> | <u>Supervisor's Name</u> |
|-------------|------------------------|--------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Please attach a separate sheet with your typed or very neatly handwritten answers to the questions below. Be sure to indicate the question number so I know which question you are answering. Thank you!

1. Answer one question below depending on whether you are a new or returning applicant.
 - a. **New CIT Applicants:** Why do you want to be a CIT?
 - b. **Returning CIT Applicants:** What experience did you gain last summer that will help you to be a better CIT this summer?
2. List all camps you have attended.
3. List all extracurricular activities and volunteer activities you participate in.
4. List 3 attributes that best describe you.
5. Identify a role model in your life. Please do not use the person's name, but identify them (i.e. teacher, camp counselor, coach, etc.) and how their positive influence will help you to be a better role model for the campers.
6. Why should you be selected as a CIT?
7. Which camp would you most like to work at and why?

By signing below and submitting this application, I certify that I completed this application myself, answered the questions in my own words and that all of the information is true.

Applicant Signature: _____ Date: _____

Return application by **March 19, 2020 at 4pm** to: Cheshire Parks and Recreation Department
Attn: Tim Weed
559 South Main Street
Cheshire, CT 06410

CIT CONTRACT 2020

To be filled out by CIT and a parent/guardian:

I understand that when I serve as a Counselor in Training, I must do the following:

1. Behave at all times as a role model for campers, and not participate in any horseplay.
2. Refrain from using any foul language.
3. Follow all rules of the camp.
4. Not use any type of electronic device during camp hours. **This includes cell phones!**
5. Act in a safe and responsible manner with campers.
6. Participate in all camp activities focusing on camper interaction and not socialization with other CITs.
7. Bring a positive attitude with me to camp every day.
8. Tell my counselor or director if I am having any problems or have any questions.
9. Remember that serving as a CIT is a privilege.
10. Wear sneakers and CIT shirt at all times.
11. Call the Parks and Rec. Office from 8:30am to 9:00am at 203-272-2743 if I am going to be absent.

We the parent/guardian and CIT have read the above statements. The CIT agrees to follow them to the best of his or her ability. In order to make camp a safe and enjoyable experience for children, misbehavior of CITs will not be tolerated. We the parent/guardian and CIT understand that if the camp staff experiences any problems with a CIT's behavior, the CIT will be dismissed from the Cheshire Parks and Recreation Department's 2020 Summer Camp CIT Program and no refunds will be issued.

Signature of Parent/Guardian

Date

Signature of CIT

Date

To be filled out by a parent/guardian:

I give my child permission to ride the bus to attend off site trips as a CIT and to be transported to an indoor location in case of inclement weather. Please call the Parks and Recreation Department if you ever have a concern about a trip your child will be taking with the camps.

Signature of Parent/Guardian

Date

**FAMILY INFORMATION
(PLEASE PRINT CLEARLY)**

PARENT OR GUARDIAN 1

PARENT OR GUARDIAN 2

Name: _____

Name: _____

Home Phone: () _____

Home Phone: () _____

Work Phone: () _____

Work Phone: () _____

Cell Phone: () _____

Cell Phone: () _____

Additional contact name (other than parent/guardian): _____

Relationship to CIT: _____

Phone: () _____