

Town of Cheshire ~ Parks and Recreation Department 2012 Counselor in Training Information

Application Procedure:

1. Deadline to return the completed application is Monday, March 12th.
2. Anyone interested in being a CIT in 2012 must apply! This includes those who were a CIT in 2011 and were told that they do not need to re-interview for summer 2012.
3. Invitations to be interviewed will be mailed out in April. Those selected for an interview must call to set up an interview time. Interviews will be conducted in April. If you were notified that you do not need to re-interview, then you will receive further instruction in April.
4. Applicants will be notified of acceptance and placement by June 1st.
5. CIT shirts will be distributed on the first day of your assignment.

What is a CIT?

Counselors in Training (CITs) are an important part of our summer camp program. CITs 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 Camp Sassacus, Camp Quinnetukit, Camp Sachem, Camp SunFun or Afternoon Sizzler. A limited number of CITs are assigned to each session and camp.

Requirements: CITs must...

- ✓ 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 rules of the camp.
- ✓ 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. When staff members are forced to deal with discipline problems of a CIT, their attention is taken away from the campers. Please be aware that CITs must be on their best behavior in order to retain their position as a CIT. Misbehavior will not be tolerated.

Contact Information:

Cheshire Parks & Recreation Department
Elizabeth Mayne
Program Coordinator
emayne@cheshirect.org
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 assigned a third week. In addition, CITs who do an outstanding job in those two or three weeks can be invited back by the Camp Director to work for an additional week or two. 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. A camp schedule and availability questionnaire will be mailed to you with your invitation to interview (or letter about being a returning CIT). You must be available to work every weekday of a session. The only weekday that camp will not be in session is Wed., July 4. If a full day commitment is difficult for you, there is one morning only camp and one afternoon only camp; one of these might be a good option for you. Continuity is very important for the week the campers are at camp. 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 job is not right for you.

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 worked?

A. By the end of September all CITs are mailed a letter as proof of the number of hours volunteered. 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 you 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. Throughout the week you will receive guidance both from the Counselor that you are working with and from Camp Director or Assistant Director. If you ever are 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. Please notify me if you will be enrolling in Before or After Care so I can mention it to the office staff.

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 an 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 yourself 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 2012

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 or Mentor for the Cheshire Parks & Recreation Department camps? Yes No

If yes, please list camp(s) and number of years and circle whether you served as a CIT or a Mentor.

<u>Camp</u>	<u>Number of Years</u>	<u>Please Circle</u>
_____	_____	CIT or Mentor
_____	_____	CIT or Mentor
_____	_____	CIT or Mentor

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

1. Describe a time when you were a part of a team or group. What was the goal of the team/group and how did you work together to achieve your goal.
2. List five words that best describe you.
3. What is your favorite activity outside of school? Why?
4. What is one asset you will bring to camp?
5. Please list any camps that you have attended.
6. What is your favorite summer activity? Why?
7. Please describe the perfect camp counselor. Be sure to list the qualities you think he or she should have and why they are important.
- 8a. (New CIT Applicants) - Why do you want to be a CIT?
- 8b. (Returning CIT Applicants) - What was the most important thing you learned by being a CIT?

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 12, 2012 to: Cheshire Parks and Recreation Department
 Attn: Elizabeth Mayne
 559 South Main Street
 Cheshire, CT 06410