

YDAY CAMP™

We build strong kids, strong families, strong communities.

Counselor In Training



caring

honesty



respect

responsibility



YMCA

We build strong kids,
strong families, strong communities.

**Summer Day Camp 2010
Counselor In Training Program
YMCA of Southwest Illinois**



- YMCA of Southwest Illinois -
SUMMER DAY CAMP 2010
COUNSELOR IN TRAINING
General Information



The purpose of a Counselor in Training program is to provide leadership training for youth who love working with children in a camp environment and who are interested in future camp counseling. The program will provide C.I.T.s with hands on experience working with young campers and the opportunity to cultivate their skills & knowledge in the day camp setting and have a close involvement with the natural environment. These are life skills experiences that help develop the whole person and will help youth to realize their potential.

- C.I.T.s must be available to attend all trainings & be available to volunteer at least a minimum of 4 weeks. 2- 2 week sessions.
- The program fees help to cover their uniforms, training materials and field trips.
- The application packet must be filled out completely and mailed to the YMCA Branch. Drop off or send the application packet to the specific YMCA branch overseeing your preferred day camp.
- Your teen will receive a call for an interview if they have completed the entire packet. Please note not everyone that is interviewed for the program will be accepted.

Application Packet includes the following:

- Application
 - Questionnaire
 - 3 Requests for References
 - Health Report
 - Copy of the Job Description
 - Code of Ethics
-
- C.I.T.s should reflect positive, healthy lifestyles and habits, which similarly encourage youth and dissuade them from any form of substance abuse.
 - C.I.T.s should show respect for family values through wholesome language, topics for discussion & actions.
 - C.I.T.s provide guidance to youth using positive reinforcement and encouragement in a noncompetitive, noncritical atmosphere.
 - C.I.T.'s should model good behavior and should be active in exhibiting leadership skills.
 - C.I.T.s provide direction to youth, when needed, regarding appropriate self-discipline for effective participation through positive guidance, explanation and encouragement, with no physical or psychological condition.
 - C.I.T.s should show concern for youths' health by not participating when you have a fever, contagious illness, or possibly harmful physical or psychological condition.



- YMCA of Southwest Illinois -
SUMMER DAY CAMP 2010
COUNSELOR IN TRAINING
 APPLICATION

Student's Information		
Name:	Nickname:	
Address:	City:	Zip:
Home Phone:	Birthday ___/___/___	Grade Enter in the Fall:
Parent/Guardian Information		
Parent(s) Name:		
Home Phone		
Work Phone (s)		
Cell Phone/Pager		
Certifications		
___ CPR	___ First Aid	___ Other
Skills & Knowledge		
Please check all activities in which you can assist in teaching:		
___ Backpacking	___ Hiking	___ Team Challenge Course
___ Soccer	___ Softball	___ Volleyball
___ Basketball	___ Dance	___ Cooking
___ Skits/Drama	___ Storytelling	___ Crafts
___ Group Games	___ Outdoor Education	___ Group Initiative Problems
Are you a musician? ___ Yes ___ No		
___ Vocal	___ Instrumental	Type of Instrument _____

In order to complete the application process, we must have 3 written reference letters returned to the Camp.

I certify that all information herein is true and represents me clearly.

Applicant Name: _____

Date: _____

Parent/Guardian Signatures

Name: _____

Date: _____

Name: _____

Date: _____

Counselor – In – Training Questionnaire

1. Tell me about yourself. (i.e. likes/dislikes, family/friends, etc)
2. There are a lot of different things you could do this coming summer. Why pick this? Why do you want to be a C.I.T.?
3. Describe your leadership experiences and abilities.
4. Besides family members, who do you believe has had the most effect or influence on the kind of person you are right now? Why?
5. Why do you want to work with kids? What ages? Experiences?
6. What do you believe a good role model for campers is?
7. What is an example of something that you are proud of that you were able to do because of hard work and being responsible?
8. What three words describe you?
9. Why do you think you would make a good C.I.T.?
10. What would you like to say you got out of being a C.I.T when you're done with the program? What would you like to be better at doing? Why?



- YMCA of Southwest Illinois -
SUMMER DAY CAMP 2010
COUNSELOR IN TRAINING
 Request for Reference

_____ as applied for a position as a counselor-in-training at _____
 (Name of Applicant) (Name of YMCA/Camp)

Your assessment of his/her abilities in the following areas would be greatly appreciated.

Sense of humor:
Initiative:
Dependability:
Working with peers:
Leadership abilities:
Communication:
Flexibility:
Skills in outdoor living:
Working with Children:
Enthusiasm:

How long and in what capacity have you known the applicant?

Does the applicant have any physical limitations that may interfere with his/her performance as a CIT? Explain

Additional Comments:

Signed _____ Date _____



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Additional Comments:

Signed _____ Date _____



YMCA of Southwest Illinois -
SUMMER DAY CAMP 2010
COUNSELOR IN TRAINING
 Camp Health Report
 2010



Participant Information

Child's Name: _____ Nickname: _____
 Address: _____ City: _____ Zip: _____
 Home Phone: (____) _____ Grade Entering in the fall: _____

Parent/Guardian Information

Mother/Guardian's Name: _____ Home Phone: (____) _____
 Address (if different): _____ City: _____ Zip: _____
 Employed by: _____ Business Phone: (____) _____
 Mother's Email Address: _____ Cell Phone/Pager: (____) _____

Father/Guardian's Name: _____ Home Phone: (____) _____
 Address (if different): _____ City: _____ Zip: _____
 Employed by: _____ Business Phone: (____) _____
 Father's Email Address: _____ Cell Phone/Pager: (____) _____

Marital Status of Parents: _____ Married _____ Not Married

If not married who has custody of your child? _____

In the case of an emergency, either parent may be contacted unless custodial documentation on file states otherwise

HEALTH HISTORY

Please indicate in the appropriate area if your child had or has any of the following:

Diseases	Medical	Allergies	Adaptive Equipment
____ Kidney Trouble	____ Ear Infection	____ Hay Fever	____ Glasses
____ Heart Trouble	____ Rheumatic Fever	____ Poison Ivy	____ Hearing Aid
____ Diabetes	____ Seizures	____ Insect Stings	____ Wheelchair
	____ Physical Disability	____ Penicillin	____ Communication Device
		____ Other	____ AFO's or Crutches

Does your child have an IEP? _____ YES _____ NO

Does your child have a behavior management plan? _____ YES _____ NO



YMCA
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YMCA of Southwest Illinois Job Description



Position Title: *C.I.T. (Counselor in Training)*

Revised: February 2008

GENERAL FUNCTION:

In accordance with Christian principles of the YMCA, the incumbent is responsible for providing a quality camp environment while role modeling, practicing and carrying out the “Y” values of Caring, Honesty, Respect & Responsibility.

ENTRY REQUIREMENTS:

Must be 13-15 years old. Desire some experience in a day camp setting and working with children ages 6-12. Must be able to work 4 weeks of the program. 2-2 week sessions.

JOB REQUIREMENTS:

A positive attitude and ability to work independently and as a team member. Self-motivation to serve and to learn. Ability to assist in planning and executing activities. Maintain good control of selves at all times ensuring that the established guidelines are followed. Must pass First Aid & CPR.

PHYSICAL REQUIREMENTS:

Physically able to assist in executing planned activities throughout day camp. Patience to deal with many challenges the children/camp day may bring. Sound judgment for dealing with daily issues. Handle problem solving and deal with children of all socioeconomic levels.

GENERAL JOB SEGMENTS:

1. Attend CIT & Camp staff Training prior to opening of camp and any in-service training throughout the summer.
2. Attend scheduled Family Nights & Staff meetings.
3. Assist counselor in all planned activities within assigned group. Lead assigned group in one activity each session. Assist counselor in planning weekly activities.
4. Maintain program areas in a clean & neat manner.
5. Communicate any problems or questions to counselor or Camp Director.
6. Actively participate in all of the camp activities, including swimming.
7. Follow all the appropriate guidelines established by the YMCA.
8. Assume an equal share of the regular housekeeping chores.
9. Be alert at all times, keeping in mind that the safety of the program participants is your responsibility.
10. Develop a good working relationship with camp and YMCA staff
11. Other related duties as assigned.
12. Perform all duties with caring, honesty, respect & responsibility.

RESPONSIBLE TO:

1. Directly responsible to the Counselor & Camp Director.
2. Ultimately responsible to the Camp Director & Program Director.

(Print Name)

(Signature)

(Date)



- YMCA of Southwest Illinois -
SUMMER DAY CAMP 2010
COUNSELOR IN TRAINING
CODE OF ETHICS

YMCA staff & volunteers help youth form values for life and serve as their role models. Therefore, it is important for all representatives of the YMCA to conduct themselves in exemplary manners. In the presence of YMCA participants, you are asked to:

- ❖ Reflect positive, healthy lifestyles and habits, which similarly encourage youth and dissuade them from any form of substance abuse.
- ❖ Show respect for family values through wholesome language, topics for discussion and actions.
- ❖ Provide guidance to youth using positive reinforcement and encouragement in a noncompetitive, noncritical atmosphere.
- ❖ Provide direction to youth, when needed, regarding appropriate self-discipline for effective participation through positive guidance, explanation and encouragement, with no physical or psychological condition.
- ❖ Show concern for youths' health by not participating when you have a fever, contagious illness, or possibly harmful physical or psychological condition.

Also, please be informed that all staff and volunteers who work with YMCA youth are subject to background checks and child abuse screenings.

YMCA staff & volunteers who violate the Code of ethics are subject to removal or dismissal.

COUNSELOR IN TRAINING'S SIGNATURE: _____

YDAY CAMPTM

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