

Dear Applicant:

Thank you for applying our Counselor in Training camps. Following this letter, you will find the Counselor in Training application packet.

Please complete all pages of the above application and return them to:

COUNSELOR IN TRAINING APPLICATION
Hamilton Area YMCA Sawmill Branch
185 Sawmill Rd.
Hamilton, NJ 08620

The camp office will contact you in May to schedule an interview, after all paperwork has been returned. On the following page is a checklist to help stay organized with everything that needs to be turned in.

Thank you for your interest in the Counselor in Training Program, we look forward to seeing you soon!

Sincerely,

Val Budd

Sawmill Summer Camp Manager
Hamilton Area YMCA Sawmill Branch
185 Sawmill Rd.
Hamilton, NJ 08620
609-581-9622 x 21105
vbudd@hamiltonymca.org
www.hamiltonymca.org

Counselor in Training Camp Checklist

Save this sheet to keep you organized.

- _____ 2020 Summer Camp Registration Form (not included)
-Filled out and registered with the desk
- _____ Counselor in Training Program Overviews (page 3-4)
- _____ Counselor in Training Application filled out/ turned in (page 5)
- _____ Essay written and turned in (questions on page 5)
- _____ Parent/Counselor in Training Camper signed contract (page 6)
- _____ Three references mailed in (page 7, 8, and 9)
Only three references required regardless of how many camps you are applying for.
- _____ Interview Scheduled:
-Potential Counselor in Training Camper will be called to schedule an interview the week of May 1.

My interview is scheduled on

Your interview will be scheduled after the checklist above is completed

Day: _____

Date: _____

Time: _____

Place: **Sawmill Branch**

185 Sawmill Road, Hamilton, NJ 08620

**Hamilton Area YMCA
Sawmill Summer Camp
Counselor in Training Overviews**

Counselor in Training Program Overview

WHAT IS THE COUNSELOR IN TRAINING PROGRAM?

The Counselor in Training Program is designed to give selected High School age students (14-15 years of age, grades 9 and 10) the opportunity to learn and develop leadership and program skills in our Summer Day Camp Program. This program is for those students who are seriously interested in learning about leadership and responsibility. The program consists of training and actual work experience with a small group of campers under the supervision of a YMCA staff person. Maturity and a sincere desire to work with children are essential.

THE PROGRAM

This is a Three-week program. Through supervised group training sessions, C.I.T.'s learn the skills and responsibilities necessary to become a counselor. While in the program, C.I.T.'s develop values, environmental awareness, camping skills and the confidence necessary to make the transition from camper to counselor. It is essential that all C.I.T.'s attend the entire three week program. ***Participation in this program does not guarantee being hired as staff.*** *Campers take from the program what they put into it.*

WHAT IS THE ROLE OF THE C.I.T. IN THE DAY CAMP/SPECIALTY PROGRAM?

- A. The C.I.T. is a camper not a counselor. They will be learning from their assigned groups counselor and assisting them with daily camp activities.
(A member of the YMCA staff will always be present and supervising.)
- B. The C.I.T. will meet with the C.I.T. supervisor twice a day, each day. The remainder of the day will be spent in assigned activities
- C. Reports will be given on a weekly basis.

TRAINING

C.I.T.'s will be exposed to an extensive training program during camp. Learning opportunities include, but are not limited to pool safety, medical and health problems (what to observe and what to do), fire safety, planning/scheduling activities, as well as what is covered in our camp staff trainings. These sessions will be led by the C.I.T. Unit Leader and members of the YMCA family who have an expertise in leadership programs.

PREREQUISITES

1. You must be the appropriate age for the Camp applying for.
2. A completed application demonstrating your interest in the program
3. An interview with the Camp Director and/or Unit Leader
(you will be notified to schedule an interview)
4. An essay answering the three questions asked on page 5.
5. Three (3) references. The reference forms should be given to two people
(other than relatives) who can evaluate your capabilities as a potential
counselor.
*(Teachers, Scout Leaders, Family for whom you baby-sat, Coach, former
employers, etc.)*

*You will need to supply your chosen references with a stamped envelope, addressed to:

Counselor in Training REFERENCE
Hamilton Area YMCA Sawmill Branch
185 Sawmill Rd.
Hamilton, NJ 08620

**Hamilton Area YMCA
Sawmill Summer Camp
Counselor in Training Application**

Please fill this page out and attach it to essay

All Counselor in Training applications must be received with a completed camper registration packet, and three personal references.

Today's Date _____ Name: _____ Phone: _____

Email: _____ Age _____ Sex _____ DOB: _____

Current Grade _____ School Attending _____

How did you learn of the Sawmill Summer Camp Counselor in Training Camp programs?

Do you have a required amount of volunteer hours needed for school? YES / NO

If yes, how many is required? _____

How many do you have left to fulfill? _____

CIT Essay Questions:

Please answer the following questions in essay format. Please print clearly or type.

1. What does the YMCA mean to you?
2. What is the reason that you want to be in this program.
If applying for more than one, please answer for each one.
3. Are there any experiences, skills or qualifications, which you feel would especially fit you for inclusion in this program?
4. Why should we accept you into this Counselor in Training Program?

Please read carefully and sign:

I understand that if I am accepted into a Counselor in Training Camp at The Hamilton Area YMCA Sawmill, I will be expected to act in a responsible manner. I will be learning things that will not just make me a better person but more a responsible counselor, with leadership skills that I can use in life. I understand that If I do not follow accepted guidelines, that I can be asked to leave the program.

Participants' Signature

Parent's Signature

**Hamilton Area YMCA
Sawmill Summer Camp**

**Parent and Counselor in Training
Participant Behavioral Agreement**

Please review the agreement with your child, sign, and send the agreement along with your registration form:

The Sawmill Summer camp strives to create a SAFE and CARING Community. We want all children to feel welcomed and accepted. We promote and encourage the YMCA character values of Caring, Honesty, and Respect Responsibility. The basic rules of camp are simple.

Be **CARING** towards yourself and others.

Be **HONEST** and forthcoming in your interactions with campers and staff.

Be **RESPECTFUL** of campers and staff.

Be **RESPONSIBLE** with YMCA equipment and property.

All the camp staff at the YMCA wants your stay to be safe and enjoyable. By following and abiding by the rules and guidelines, your stay promises to be memorable.

- I will be respectful of everyone at camp. I will not swear or speak disrespectfully of campers or staff and I will not bully or harass other campers
- I will be responsible and respectful of the YMCA by keeping my areas clean. I will participate in a daily camp clean up and I understand that I may be asked to do small chores around camp
- I will respect the property of others by asking to share and I will not steal
- I will not use alcohol, drugs, or tobacco products at the YMCA

I understand my behavior can affect the experience of other campers. By signing this agreement, I understand that if at any time I do not adhere to these guidelines or my counselor and camp administrator deem my behavior as inappropriate, my parents may be called and I may be asked to leave camp **without a refund**.

Participant Name (please print) _____

Participant Signature_____

Parent's/Guardian's Signature_____

Date_____

**Hamilton Area YMCA
Sawmill Summer Camp
COUNSELOR IN TRAINING APPLICATION REFERENCE**

APPLICANT: Give each one of your three references a copy of this form along with a stamped addressed envelope to:

COUNSELOR IN TRAINING REFERENCE
Hamilton Area YMCA Sawmill Branch
185 Sawmill Rd.
Hamilton, NJ 08620

_____ is applying to be a participant in one of the following Camps
(Applicant's Name)

Counselor in Training Program.

Entrance is based on an essay, an application, and your reference. Please answer carefully. Admission is limited. All information will be held in strict confidence.

Please rate using the following grading system: 1= not good....5 = excellent

	1	2	3	4	5
Caring					
Initiative					
Creativity					
Responsibility					
Works well under pressure					
Takes pride in work					
Maturity level					
Sense of humor					

Please feel free to use the back of this page for extra space to tell us more about the applicant.

1. How long have you known the applicant? _____ In what capacity? _____

2. Would you trust the applicant volunteering offsite? _____

3. How do you feel the applicant would perform in a volunteer situation?

Please elaborate? _____

Name _____ Signature _____

If further information is needed, would you permit us to talk to you by phone?

Phone _____ Date of this Reference _____

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