

Counselor-in-Training Program 2018 CIT Application

Dear Potential CIT,

We are excited to introduce the Counselor-in-Training program as an addition to the Camp Navigator and Camp Voyager programs. The Bourbonnais Township Park District CIT program is a hands-on, learning and thinking on your feet experience. Through this program the participants will learn about communication, decision-making, leadership and youth development. This program is an effective way to teach the participants what they need to know if they decide to become camp counselors or work with children in the future.

CIT's will meet each day with your counselors and work together building trust, acquiring leadership, problem solving and conflict resolution skills, and sharing their ideas and experiences. You'll spend your days assisting the camp director & counselors with camp activities. We are asking you to take a big step from being a camper to a counselor in training.

Being a CIT is challenging, but we can say with complete confidence that is going to be fun and most importantly a rewarding experience. You'll make a difference in the campers' lives. You will make lifelong friends. Send you application in today, the deadline is May 11th.

Sincerely,

Trent

2018 CIT Application Process

Phase 1: Application and Recommendation

The CIT application should be typed or neatly handwritten and submitted via email to

Keep in mind that your application includes TWO personal recommendations. These recommendations should come from adults who know you well, but are not related to you. In order to complete your recommendation, please print the Recommendation Forms included in the application packet and give them to two different non-family adults. Explain to them that you're applying for a CIT position with the Bourbonnais Township Park District, ask them to fill out the recommendation form and you will submit the recommendations with the application.

Phase 2: Interview, Selection & Notification

It is likely we will have more applicants than spots available in the CIT Program. Campers will be selected for the CIT program based on their timeliness, neatness, and thoroughness of their application materials. After you submit your complete application, it will be reviewed and if selected you will be contacted for an interview. Interviews will be held the week of May 14-18th after 3:30pm. All applicants will be notified of their status by Friday, May 18th.

Phase 3: Registration & Payment

If you are selected as a CIT, you will then be able to come in to the Bourbonnais Township Park District to register for the CIT program. The fee must be paid by June 1, 2018 to participate.

*Note: It is not mandatory that CIT's be at camp from 6:30am-6:30pm. They are allowed to attend within those time limits, but would prefer they are in attendance by 9:00am and stay until 4:00pm like regular camp. The extended hours were added for those who might need care outside of regular camp hours.

Counselor-in-Training Program Application
Bourbonnais Township Park District Summer Camp 2018
Applications are Due by 5:00pm Friday, May 11th

Applications that are incomplete or received after the deadline will not be considered. The CIT Applications should be typed or neatly handwritten and submitted to Trent Walstra at the Recreation Station 770 E. Franklin Bradley, IL 60915.

SECTION A: APPLICANT INFORMATION

CIT Last Name	CIT First Name	Date of Birth	Gender (Circle one) M F
Address			
City	State	Zip Code	Country
Home Phone			Current Grade in School

SECTION B: PARENT/GUARDIAN INFORMATION

First & Last Name of Parent/Guardian #1		
Relationship to CIT		Email Address
Home Phone	Work Phone	Cell Phone
First & Last Name of Parent/Guardian #2		
Relationship to CIT		Email Address
Home Phone	Work Phone	Cell Phone

SECTION C: APPLICANT SUMMER CAMP HISTORY

Have you been a camper at the BTPD summer camps in the past? Yes No (Circle one)
If yes, how many years did you attend?
If yes, what is your favorite memory as a camper?
Have you attended other summer camps? If so, describe your camp experience.

SECTION D: ABOUT YOU

This information will be used, along with two recommendations to evaluate the applicant's fit for the CIT program. This section needs to be completed by an applicant, not the parent/guardian

Please answer the following questions with a detailed response to give us insight into you. Each question should be answered with at least a complete sentence.

Why do you want to be and/or hope to gain from being a Counselor-in-Training?
What are your strengths?
Please list your extracurricular activities. Tell us what role this activity plays in your life and why you choose to be involved in the activity.
Describe your experiences working with children, such as babysitting or caring for a younger family member, etc.
Describe something you've done in your life that you are proud of.
Why do you think you will be a good role model for the campers here at the BTPD?

SECTION E: RECOMMENDATIONS

Please give a copy of the recommendation form to two people who are not related to you. Your references should know you well (more than a year) and have knowledge of your character, experiences and ability. Written recommendations must be submitted by 5:00pm on May 11th with the application.

Name of Reference _____
Relationship _____
Daytime Telephone _____ Email Address _____

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Relationship _____
Daytime Telephone _____ Email Address _____

CIT AGREEMENT

Please read the following items carefully. Both the applicant and the applicant's parent/guardian must initial item in order for this section and application to be considered complete.

1. I understand that there are only 4 positions available in this program; therefore not every applicant will receive a position. After the deadline of Friday, May 11th, all applicants will be reviewed and taken into consideration for a CIT position.

Applicant Initials _____ Parent/Guardian Initials _____

2. I understand that if chosen as a CIT, I am accepting the responsibility of being a role model to children enrolled in the Bourbonnais Township Park District summer camp program. Therefore, if I continually exhibit behaviors that are not acceptable as a role model Camp Directors have the ability to remove me from the CIT program without a refund.

Applicant Initials _____ Parent/Guardian Initials _____

3. I understand that, if selected for a CIT position, the applicant's family is responsible for completing camper registration paperwork packet, including the \$75 Weekly program fee.

Applicant Initials _____ Parent/Guardian Initials _____

If selected for CIT positions the applicant agrees to abide by the Bourbonnais Township Park District camper and staff behavior expectations, serve as an assistant to the program and fulfill the CIT role to the best of his or her ability. I understand the goals of the CIT Program, and I am submitting, and I am submitting the application to serve as a 2018 CIT.

Applicant Signature

Applicant Name

Date

Parent Signature

Parent Name

Date

**Bourbonnais Township Park District Counselor-in-Training (CIT)
Recommendation Form**

Applicant's Name _____

The above-named person has given your name as a personal reference for CIT position at the Bourbonnais Township Park District summer camp. Please respond to the questions below and on Page 2; then return the form to the CIT candidate for their application submission.

Please check the box to the right that best describes the applicant's measure of the following attributes	Not Known	Poor	Below Average	Average	Above Average	Excellent
Self Discipline						
Willingness to Accept Instruction/Respect for authority						
Adaptability/Dependability						
Punctuality						
Common Sense						
Judgment						
Trustworthiness						
Emotional Maturity						
Concern for Others/Friendliness						
Ability to Communicate						
Responsibility/Initiative						
Leadership Potential						

Recommendation Form

Comments on any of the above attributes:

How long have you known the applicant/in what capacity ? _____

What is the applicant's strongest asset?

What is his/her biggest challenge?

Have you directly observed Applicant's interaction with children other than his/her family? If so, please comment.

Do you recommend the applicant for a CIT Position at the Bourbonnais Township Park District Summer Camp, learning to care for and teach children at summer camp? (Circle one)

I highly recommend applicant

I recommend applicant

I do not recommend applicant

 Signature

 Date

Please return this to the CIT applicant, so that they will be able to complete their application submission process.

Reference Name _____ Phone: _____

**Bourbonnais Township Park District Counselor-in-Training (CIT)
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