

## HAMPTON PARKS AND RECREATION COUNSELOR IN TRAINING INTEREST FORM

**Position:** Counselor in Training (CIT)

**Program:** Summer Rec Program- TUCK Camp

**Dates:** June 22<sup>nd</sup>- August 14<sup>th</sup>, 2020

**Program Hours:** Monday – Friday, 8:30 - 3:30 PM

Date application received: \_\_\_\_\_

*(do not fill-in, HRD only)*

**Application Deadline: April 13, 2020**

Youth ages 13 – 15 ready to take a leadership role in our Summer Rec program are encouraged to apply for the Counselor in Training (CIT) program. CITs will work directly with our summer camp staff and campers, gaining valuable experience as they assist the counselors and learn from them. CITs are not paid for their service.

### **Summary of Responsibilities:**

Assist the camp directors and counselors in coordinating and organizing recreational activities for youth ages 6-12. This is a volunteer position, however if we feel you are not performing up to expectations we reserve the right to dismiss you. Preference will be given to returning CITs and those who attended camp.

### **Duties:**

Assist youth in arts and crafts, games, sports, and outdoor activities. Help ensure the safety of program participants at all times. Assist in maintaining organization of site by completing tasks assigned. Follow instructions efficiently and effectively, requiring minimal guidance while completing assigned duties. Take the initiative to assist site staff in daily duties. Maintain a thorough knowledge of all policies and procedures; make sure policies and procedures are followed at all times. Assist in the supervision of youth while on excursions. Maintain positive environment for program participants. Strive to be a role model for program participants. Strive to be a role model for program participants. Perform other duties as assigned.

### **Work Environment & Dress Code:**

CITs serve primarily at our camp (hosted at Tuck Field) both indoors and outdoors, in varying types of weather. CITs will get two CIT shirts. School-length shorts or pants and closed toe shoes or sneakers are appropriate for every day. Please note that cell phones are not to be used at the program.

### **Required Knowledge, Skills, and Abilities:**

CITs must have a desire to work with youth and to interact in a positive manner with all ages and backgrounds of children. This position requires a desire to develop leadership skills, problem solving abilities and decision-making skills. CITs must have the ability to motivate self, peers, and youth in an enthusiastic manner. CITs must be reliable, honest, creative, and willing to follow through on all assigned tasks. CITs must be able to serve Monday through Friday of all assigned weeks.

### **Education, Experience, and Qualifications:**

Must be between 13-15 years of age and have completed the 7<sup>th</sup> grade. Experience working with youth in areas such as baby-sitting, scouts, church groups, sports or any other volunteer service is preferred. Qualified applicants must possess a clean and professional appearance and attitude and be comfortable working with the public.

**COUNSELOR-IN-TRAINING APPLICATION (please print clearly)**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Current Age: \_\_\_\_\_ Gender: \_\_\_\_\_ School/Grade: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Parent Phone (at program time): \_\_\_\_\_

CIT Email: \_\_\_\_\_ Parent Email: \_\_\_\_\_

Any conditions, allergies or illnesses to be aware of: \_\_\_\_\_

List any weeks of the program that you cannot attend: \_\_\_\_\_

**Circle all that apply:**

Attended TUCK Camp

Former Tuck Camp CIT

Former CIT at another camp

**Please answer questions 1-7 to the best of your ability:**

1. What are your favorite things about camp?
2. What age group would you prefer working with at camp and why?
3. What do you hope to learn from being a CIT?

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4. What experience do you have working with children?
5. In a few sentences, please explain what abilities, skills or knowledge you have to share with our participants.
6. Would you be available during the school year (vacations, early release days, etc.) to assist HPRD if necessary?
7. Why should we choose you as a CIT?

**Please list two references (not including relatives or Tuck Rec employees) for us to contact:**

(Good references include: teachers, youth group advisors, scout leaders, etc.)

1. Name \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Name \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

**Applications must be received by Friday, April 13<sup>th</sup>, 2020**

The CIT spots reserved in this program are for candidates who truly show leadership potential and have a desire to excel in the day camp setting. All CIT selections will be in the best interest of the program. Returning CITs in good standing are not automatically renewed. Returning CITs not in good standing will need to set up a time to interview with the camp director in order to be re-considered for a CIT position. New applications will be reviewed, and CITs will be selected until all CIT spaces are filled. I understand that completion of the application process for the Counselor-in-Training position does not guarantee acceptance in the program. Then, all CITs and applicants will be notified and provided orientation information. I understand that since I am not an employee, I am not entitled to health insurance, worker's compensation program, or any other employee benefits.

## 2020 CIT AGREEMENT

I, \_\_\_\_\_ agree to serve, if selected, as a volunteer Counselor in Training with Tuck Camp this summer. I will fully participate in all activities, be helpful to all staff, and be a positive influence on the program as a whole.

1. I understand that there are high expectations for the behavior of a CIT as there will be young campers looking up to me to be a role model. I agree to conduct myself in a mature, responsible manner and to remember that I am a representative of the Hampton Recreation Department.
2. I agree to perform tasks to the best of my abilities and if I have any questions or concerns to contact my immediate supervisor as soon as possible.
3. I agree to attend camp punctually each day. In the event of illness or an emergency, I will call the Recreation Office as soon as possible to notify staff of my absence.
4. I will not fraternize with the campers or engage in any inappropriate conversation or behavior with the campers.
5. If my work performance or behavior is in any way deemed unacceptable by the Camp Directors or Recreation Director, I understand that I may be suspended from the program or terminated immediately.
6. I understand that I am responsible for transportation to and from the program site. If I assist on a trip, I will be transported as part of the program.
7. I understand that cell phones are not to be used at the program.
8. I understand that photographs taken at camp may be used for program promotion.
9. I acknowledge the risks and potential for risks inherent in participation in the CIT program. However, I feel the possible benefits are greater than the risk assumed. I waive and release all damages against the Town of Hampton and its representative personnel, for any and all injuries and/or losses that may be sustained while participating in the CIT program.
10. I have read and understand the CIT Program Information, CIT Application, and CIT Agreement. I understand that all CIT applicants must successfully complete an application and interview before being selected to join the CIT program. If selected, I will uphold the CIT Agreement and the rules of the Tuck Camp Summer Program.

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CIT Applicant's Signature

Date

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Parent's Signature

Date

Please return the application to:

**Hampton Recreation Department, 100 Winnacunnet Road, Hampton, NH 03842**

**Questions, please call: 603-926-3932**