



## **City of Westminster Recreation and Parks 2023 Summer Day Camp Counselor in Training Information**

### **Introduction:**

The City of Westminster Recreation and Parks Summer Camp Counselor-In-Training (C.I.T.) Program is designed to offer qualified young people an opportunity to prepare for positions as camp counselors. This program is offered so that young people can develop leadership, teamwork and problem-solving skills while working collaboratively with a dynamic staff of talented camp counselors.

Participation in the C.I.T. program is by selection. Those interested in the program must first complete an application. Applications must be filled out by the potential C.I.T. not his/her parent or guardian. If chosen you will be contacted to set up a time for a brief interview. If selected during the interview process you will be required to attend a mandatory C.I.T. orientation.

### **Expectations:**

- Applicants must:
  1. Be at least 13 years old at the time of participation.
  2. Possess a genuine interest in working with children.
  3. Be enthusiastic, energetic, cooperative, hardworking and respectful.
- If selected as a C.I.T. you must:
  - a. Be able to attend a mandatory training session on, Thursday, June 1<sup>st</sup> at 5pm
  - b. Maintain a positive attitude and lead by example.
  - c. Be able to perform in a professional manner.
  - d. Be willing to leave your cell phone in your bag during camp hours.
  - e. Show up ready to work and ready to devote your time assisting camp counselors.

### **Responsibilities:**

C.I.T.'s are responsible for assisting summer camp counselors in the daily operations of camp. This consists of, but is not limited to: setting up activities, assisting with crafts/games, and leading by example. C.I.T.'s are always expected to help cultivate fun relationships by engaging campers in a supportive environment.

In the event that the C.I.T. is not fulfilling their responsibilities or not following the code of conduct, the following actions will occur:

- Meet with Program Coordinator and Camp Directors to discuss concerns while reviewing the responsibilities, expectations, and C.I.T. code of conduct.
- Documented Behavioral Forms will be filled out and signed by staff, parent, and C.I.T.
- After 3 occurrences C.I.T. will be dismissed.

Depending upon the severity of the infraction, the Program Coordinator reserves the right to suspend a C.I.T. at his/her discretion, at any time, without following the steps outlined above.

**Fee Structure and Important Dates:**

The Counselor- In-Training Program begins on June 19<sup>th</sup> and ends on August 25<sup>th</sup>. All interested participants are required to: be at least 13 years of age, fill out and submit a C.I.T. application, schedule and attend a brief interview, attend the mandatory C.I.T. training session on June 1<sup>st</sup> at 5:00pm, display a positive attitude and general interest in working with children enrolled in the City of Westminster's Summer Day Camp Program.

**C.I.T. Session:**

Cost: \$70 for Residents and \$80 for Non-Residents with a \$25 non-refundable/non-transferable security deposit. Cost includes all field trips, pool admission and snacks

Applications Due: Monday, May 1<sup>st</sup>. Applications must be filled out by the CIT Candidate not the parent or guardian.

Interviews: May 8-12

Mandatory C.I.T. Training Session: Thursday June 1<sup>st</sup> at 5:00pm

C.I.T.'s will earn 20 student service-learning hours per session

Available weeks:

Week 1: June 19 - June 23

Week 2: June 26 - June 30

Week 3: July 3 – July 7 (no camp July 4<sup>th</sup>)

Week 4: July 10 – July 14

Week 5: July 17 – July 21

Week 6: July 24 – July 28

Week 7: July 31 – August 4

Week 8: August 7 – August 11

Week 9: August 14 – August 18

Week 10: August 21 – August 25

A maximum of eight C.I.T.'s will be selected for each week of camp. If your child is chosen, they are expected to display exceptional behavior, attitude and work ethic. If C.I.T.'s fail to perform as a positive role model camp tuition will be pro-rated and refunded and they will be asked not to return.

If you have any questions, please contact City of Westminster Recreation and Parks 410-751-5501 or e-mail [WestminsterRec@westminstermd.gov](mailto:WestminsterRec@westminstermd.gov).