

## South Brunswick Parks & Recreation Department Counselor In Training (C.I.T.) Program

- Age Eligible:** South Brunswick Residents, aged 14+ by June 1, 2023.
- For:** Participants who enjoy working with young children in a camp environment.
- Program Goal:** Successful program graduates will obtain leadership skills, activity planning skills and experience in working with school-aged children.
- Fee:** There is no registration fee for this training program. There may be some costs associated with C.I.T. activities; which are optional. This is not a paid position.
- Covid - 19 Information:** You must be fully vaccinated against Covid-19 to become a C.I.T. or become a new employee of South Brunswick Township.

### Description:

This is a counselor training and mentoring program led by the Summer Camp staff, including the Camp Director. Input from senior counselors and specialists are also taken into consideration. The South Brunswick Parks & Recreation Department and camp staff will provide the volunteer Counselor In Training with opportunities for personal growth, leadership training and volunteer work experience. Qualified personnel will provide supervision, monitoring and evaluation reviews of volunteers.

This is a (minimum), 2-year summer volunteer experience. Each summer, those C.I.T.'s who successfully complete their volunteer experience will receive a certificate of Community Service Hours.

Participants accepted into the program are part of the Camp staff team. They will attend staff training, orientation and meetings prior to camp where their input is welcome. Each C.I.T. will rotate through various camp duties and throughout the summer will acquire increasing leadership and counselor experience.

Each C.I.T. is assigned to a group with a Junior and Senior Counselor who also were C.I.T.'s at one time. Periodic observation, evaluations and feedback are all part of the process to assist the C.I.T. with their personal growth and improvement and development of leadership skills.

**Summer 2023 Camp Dates:** June 26<sup>th</sup> – August 4<sup>th</sup>. No Camp on July 4<sup>th</sup> **Interviews will take place on a Saturday in April. We will give you enough notice to be available for your interview. The interview process is mandatory.**

**\*It is a requirement that all CIT's are available to work the 6 weeks of camp. Please schedule your family vacations before or after camp.**

**Camp Willow:** A camp for children with special needs is from August 7<sup>th</sup> - 11<sup>th</sup>, 8:30am – 1:00pm. This is for those who are interested in working with children with disabilities. This is not a necessity to work the 6 weeks of Summer Camp.

### Applications:

**First Year/ New applicants:** Complete an application and submit it by the due date listed. After your application is reviewed, you will be contacted for an interview. Interview dates are to be determined.

**Completion of the CIT second year program:** CIT's with an excellent final evaluation may be recommended to become Junior Counselors. (If there are staff openings available). We may receive more applications than we have space for so, we may not be able to accept all who apply.

**E-Mail:** We will be contacting applicants by email. Please use applicant's legible email address and parent's email address that is checked regularly. Please also include applicant's cell phone number and parent's cell phone number.

**Accepted Applicants:** Those accepted will have to complete specific paperwork before starting the program.

**Please note:** South Brunswick Parks & Recreation Department reserves the right to dismiss a Counselor In Training from the program in the event the CIT does not adhere to the rules, regulations and policies set forth by the Department, Township and his/her supervisors and/or if he or she exhibits behavior undesirable in a counselor. We also reserve the right to (After staff review) recommend to not bring a CIT back for a second season or to do so in a probationary period.

**SOUTH BRUNSWICK PARKS & RECREATION DEPARTMENT  
COUNSELOR IN TRAINING APPLICATION**

**Application Deadline: Friday, March 24<sup>th</sup> 2023**

Date Of Application \_\_\_\_\_ Date Received: \_\_\_\_\_

**Dates:** Summer Camps start June 26<sup>th</sup> – August 4<sup>th</sup>, No camp on July 4<sup>th</sup>.

**Monday - Friday From Approximately 8:30am to 4:00pm**

Attach another sheet if additional space is needed. Attach a resume if you have one.

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

**Check 1:** ( ) New Applicant (1st year CIT) ( ) 2<sup>nd</sup> year Applicant ( ) 3rd year Applicant

**Home Address:** \_\_\_\_\_ **Township Of Residence:** \_\_\_\_\_ **Zip code:** \_\_\_\_\_

**Date Of Birth:** \_\_\_\_\_ **Age** \_\_\_\_\_ **must be 14 years old by June 1, 2023**

**Present Grade:** \_\_\_\_\_ **School attending:** ( ) SBHS Other (list): \_\_\_\_\_

**Your Cell Phone:** \_\_\_\_\_ **Parent's Cell #:** \_\_\_\_\_

**Your E-mail:** \_\_\_\_\_@\_\_\_\_\_.\_\_\_\_\_ **Parent's email:** \_\_\_\_\_@\_\_\_\_\_.\_\_\_\_\_

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**AVAILABILITY:**

**Summer:** Date you can start: \_\_\_\_\_ Last day you can volunteer: \_\_\_\_\_

**Summer Dates I Am Unavailable:** \_\_\_\_\_

**Please keep in mind this is a 6 week commitment. Vacations should be scheduled before or after camp.**

**FIRST AID BACKGROUND**

1. Have you ever taken a First Aid course? [ ] No [ ] Yes  
If Yes, Year completed \_\_\_\_\_ Where? \_\_\_\_\_
2. Have you ever taken a CPR course? [ ] No [ ] Yes
3. If Yes, Year completed \_\_\_\_\_ Where? \_\_\_\_\_

**YOUR T-SHIRT SIZE (CHECK)**

\_\_Adult Small \_\_Adult Medium  
\_\_Adult Large \_\_Adult XL  
\_\_2XXL

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**PLEASE LET US KNOW A LITTLE ABOUT YOU:**

**Attach another sheet if additional space is needed.**

1. I would like to become a volunteer Counselor In Training this summer because \_\_\_\_\_  
\_\_\_\_\_
2. Have you ever attended a summer camp? ( ) No ( ) Yes \_\_\_\_\_ Day camp \_\_\_\_\_ Sleep Away
3. Have you previously attended Summer Parks Camp as a camper? ( ) No ( ) Yes, # of summers \_\_\_\_\_
4. Previous related experience working with children (paid or volunteer): \_\_\_\_\_  
\_\_\_\_\_
5. List any special training, education., or credentials: \_\_\_\_\_  
\_\_\_\_\_
6. List any personal interests, talents, hobbies, unique or special skills that would be a positive contribution to our camp program: \_\_\_\_\_  
\_\_\_\_\_

**AREAS OF INTEREST, STUDY, & EXPERIENCE**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Arts and Crafts (specify) _____         | <input type="checkbox"/> Music _____                  | <input type="checkbox"/> Singing                      |
| <input type="checkbox"/> Athletics Team sports: _____<br>Studies | <input type="checkbox"/> Outdoor Education            | <input type="checkbox"/> Nature/Environmental Science |
| <input type="checkbox"/> Playground and group games              | <input type="checkbox"/> Story telling                | <input type="checkbox"/> Dance, Type: _____           |
| <input type="checkbox"/> Gymnastics & tumbling                   | <input type="checkbox"/> Theater Arts: Dramatics      | <input type="checkbox"/> Cheerleading                 |
| <input type="checkbox"/> Special Events & Activities             | <input type="checkbox"/> Special Needs Population     | <input type="checkbox"/> Cooking                      |
| <input type="checkbox"/> Photography/video                       | <input type="checkbox"/> Making flyers, posters, etc. | <input type="checkbox"/> Computer                     |
| <input type="checkbox"/> Planning activities                     | <input type="checkbox"/> Leading groups in activities | <input type="checkbox"/> Teaching/coaching: _____     |
| <input type="checkbox"/> Other: _____                            |   |   |
- Comments on any of the above or not listed: \_\_\_\_\_
- \_\_\_\_\_

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**REFERENCES:** (other than relatives) Please list up to two personal character references:

- Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Number of years known: \_\_\_\_\_ Relationship (teacher, friend, pastor, etc.): \_\_\_\_\_
- Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Number of years known: \_\_\_\_\_ Relationship (teacher, friend, pastor, etc.): \_\_\_\_\_
- Have you volunteered with South Brunswick Township before? ( ) No ( ) Yes  
If yes, what did you do? \_\_\_\_\_ When? \_\_\_\_\_  
Name of volunteer coordinator /supervisor: \_\_\_\_\_

Applications may be:

- Brought in person to the Parks & Recreation office in the Community Center at Woodlot Park 8:30 am - 4:00 pm, Monday - Friday.
- Mailed to: Parks & Recreation Department CIT Applications. PO Box 190 Monmouth Junction, NJ 08852

**Applications are due by 4:00 pm on Friday, March 24<sup>th</sup> 2023. No exceptions.**

**Signature Of CIT applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**STAFF USE ONLY:**

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