

**SOUTH BRUNSWICK PARKS AND RECREATION DEPARTMENT
COUNSELOR IN TRAINING INTERNSHIP APPLICATION**

Application Deadline: **Friday, March 10 AT 4:00 PM** Date of Application _____ Date Received: _____

Dates: Summer Camps start June 26 – August 4, Monday thru Friday from approximately 8:30am to 4:00pm

PRINT all information requested. Attach another sheet if additional space is needed. Attach a resume if you have one.

First Name: _____ Last Name _____

Check 1: () New Applicant (1st year CIT): Complete entire application () 2nd () 3rd year Applicant: Page 1 only

Home Address: _____ Town: _____ Zip: _____

Date of Birth: _____ Age _____ (must be 14-16 by June 17)

Present Grade: _____ School attending: () SBHS Other (list): _____

Your Cell Phone: _____ Parent's Cell #: _____

Your E-mail: _____@_____.____ Parent's email: _____@_____.____

AVAILABILITY: Will you be available **April 8, 2017** for your CIT interview? [] No [] Yes

Summer: Date you can start: _____ Last day you can volunteer: _____

Summer dates I am unavailable: _____

FIRST AID BACKGROUND

YOUR T-SHIRT SIZE (CHECK)

- | | | |
|---|---------------------------|------------|
| 1. Have you ever taken a First Aid course? [] No [] Yes | __ SMALL | __ MEDIUM |
| If Yes, Year completed _____ Where? _____ | __ LARGE | __ X LARGE |
| 2. Have you ever taken a CPR course? [] No [] Yes | __ XX LARGE (ADULT SIZES) | |
| 3. If Yes, Year completed _____ Where? _____ | OTHER: _____ | |

TYPE OF C.I.T. VOLUNTEER WORK DESIRED: () Summer day camp () Camp Willow, for special needs youth

Age group you would be most interested in working with: _____

PLEASE LET US KNOW A LITTLE ABOUT YOU:

1. I would like to become a volunteer Counselor in Training this summer because _____

2. Have you ever gone to 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 voluntary): _____

5. List any special training or education or credentials _____

6. List any personal interests, talents, hobbies, unique or special skills that would be a positive contribution to our camp program: _____

YOUR AREAS OF INTEREST/ STUDY AND EXPERIENCE

- Arts and Crafts (specify)_____
- Music_____
- Singing
- Athletics Team sports: _____
- Outdoor Education
- Nature/Environmental Science Studies
- Playground and group games
- Story telling
- Dance, Type: _____
- Gymnastics & tumbling
- Theater Arts: Dramatics
- Cheerleading
- Special Events & Activities
- Special Needs Population
- Cooking
- Photography/video
- Making flyers, posters, etc.
- Computer
- Planning activities
- Leading groups in activities
- Teaching/coaching:_____
- Other: _____

Comments on any of the above or not listed:_____

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 S.B. Twp. before? () No () Yes
if yes, what did you do? _____ When? _____
Name of volunteer coordinator /supervisor : _____
- Applications may be :
A. Brought in person to the Recreation office in the Community Center, 8:30 am - 4:15 pm, Monday - Friday.
b. Mailed to: Recreation Dept. CIT Applications. PO Box 190 Monmouth Junction, NJ 08852
c. Faxed to: 732 821 2811

Applications are due by 4:00 pm on Friday, March 10. There will be no exceptions.

Signature of CIT applicant: _____ **Date:** _____

STAFF USE ONLY:

The South Brunswick Parks & Recreation Counselor in Training (C.I.T.) Program

- Ages eligible:** South Brunswick Residents, age 14-16.
- 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.

Description:

This is a counselor training and mentoring program led by the Summer Camp staff, including the Camp Director and Assistant Director with input from senior counselors and specialists. South Brunswick Parks and Recreation Dept. 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 and review of volunteers.

This is a (maximum), 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 where their input is welcome. Each C.I.T. will be rotated through various camp work assignments and 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. Additional activities outside of Camp are also planned to aid in the mentoring process and in team building.

Dates: 2016 Camp dates are June 26 – August 4; Camp Willow for children with special needs is from August 7-11 for those who are interested in working with children with disabilities. There are also pre-camp meetings, and orientation before camp opens. Meetings and orientation dates will be announced at a later time.

Applications:

- **First Year/ new applicants:** Complete an application and submit it by the due date listed. After your application is reviewed, you may be contacted for an interview. If you will be unavailable on April 8th, please indicate this on your application.
- **Second Year CIT applicants:** CIT's may re-apply to be a second year CIT if they have had an excellent final evaluation (minimum of an 80% final evaluation, minimal absences during the first summer and meet the age guidelines.) **Those with less than an 80% may be accepted on a probationary basis for one camp session.** If this session is successfully completed, they will usually be accepted for the summer.
- **After the completion of the CIT second year program,** CIT's with an excellent final evaluation, (90%+) **may** be recommended to become Junior Counselors if there are staff openings available. Because we receive more applications than we have space for, we may not be able to accept all who apply.

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

Registering: Those accepted will have to register on Community Pass and complete some paperwork. Please note: South Brunswick Parks and Recreation Dept. 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.