



CAMP LEADERSHIP C.I.T. PROGRAM

WANT TO GAIN FIRST HAND EXPERIENCE AS A CAMP COUNSELOR?
ENJOY STAYING BUSY AND BEING OUTDOORS?
WANT TO FURTHER YOUR LEADERSHIP SKILLS?
ENJOY WORKING WITH CHILDREN?

WHO

Anyone interested in working with children! Must be 14 years of age by June 19, 2017.

WHAT

A CIT is given the opportunity to work with children, while growing in their abilities to lead and work with others! A C.I.T. helps to ensure a safe and exciting summer for all children involved in our program!

WHERE

Our day camps are located at Clintonwood Park; 6000 Clarkston Rd and Bay . Court Park; 6970 Andersonville Rd. Throughout the summer we will take field trips with each of the day camps. We will also have a weekly Leadership Day at locations around the area!

WHEN

C.I.T.s must commit to at least one week-long session to be considered for participation, as well as attend an evening training session on Thursday, June 8th from 4 pm to 7 pm at the Parks, Recreation & Seniors office.

COST

\$50 fee for the summer, which includes 2 t-shirts, orientation, and an end of the summer payback party. Also, there is a \$15 fee per week, which includes camp field trips, beach days, and weekly leadership activities. Invoices will be distributed at orientation and payment is due by June 19th.

2017

CAMP LEADERSHIP

EXPECTATIONS

RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:

1. Attend camp every day from 9:30 am to 4:15 pm, for at least one week of the Summer Day Camp Program.
2. Required to attend a one day Training Session on June 8th.
3. Required to assist a counselor with supervision of the children, including lunch. Remember, a C.I.T. is NOT a camper.
4. Expected to be a dedicated, reliable, energetic, encouraging, and optimistic person.
5. Serve as a positive role model for the children.
6. Assist in the planning and operation of camp activities, including the selection of materials/supplies, instruction of activities (sports, arts & crafts, games, etc.) and other duties as requested by the staff.
7. Assist in the maintenance of facilities and grounds, including but not limited to picking up and taking out the trash, sweeping, washing tables, picking up equipment, and generally taking care of the area utilized by the Summer Camp.
8. Report injuries and discipline problems to a Counselor or Supervisor.
9. Required to attend weekly leadership events.
10. Required to be evaluated weekly by the C.I.T. Program Supervisor and/or Day Camp Director, and meet daily expectations.
11. All C.I.T.s report to the C.I.T Program Supervisor while on-site. All other questions/concerns, etc. will need to be reported to the Camp Director or Recreation Programmer.



2017 CAMP LEADERSHIP INFORMATION

PURPOSE

To provide high school students the opportunity to gain leadership, self-confidence, develop self-esteem, create a strong work ethic, gain marketable skills, enjoy recreational activities, and perform community service.

PARTICIPATION

Space is limited in this program. Staff will select individuals based on the following criteria:

- Preference will be given to Independence Township Residents & Clarkston School District homeowners.
- Applications will be graded for neatness, spelling, accuracy, content & completeness.
- Applicants will be graded for proper grammar, professionalism, and enthusiasm.
- Applicants are required to submit at least one written reference for review by the Summer Camp Team.
- Applicants with previous experience (as a C.I.T.) will be given points based on their prior performance. Additional points will be rewarded according to experience working with children.

QUALIFICATIONS

APPLICANTS MUST:

- Be 14 years of age by June 19, 2017 or have completed the 9th grade.
- Undergo and pass a Michigan background check and a local law enforcement check.
- Complete the application process as prescribed in this package.

HOW TO APPLY

1. Complete the Camp Leadership Application and return it to:

Independence Township, 6483 Waldon Center Dr. Clarkston, MI 48346.

DEADLINE FOR APPLICATIONS: Friday, May 12th, 2017.

2. Have an adult complete and return the Camp Leadership Personal Reference Form. References should not be in any relation to you. Please return to the above address.

3. The Day Camp Director or C.I.T. Program Supervisor will call you to schedule an interview. Interviews will be held the weeks of May 8th and 15th, by appointment. We will call you to schedule an interview!

2017 CAMP LEADERSHIP APPLICATION

NAME: _____
Last First Middle

ADDRESS: _____

CITY/STATE/ZIP: _____

HOME PHONE: _____ ALTERNATIVE NUMBER: _____

DATE OF BIRTH: _____ GRADE (17/18 YEAR): _____

SCHOOL: _____

I, _____, agree to serve, if selected, as a volunteer in the Camp Leadership Program with the Independence Township Parks, Recreation & Seniors Department during the summer of 2017. I am committed to being available to work for: *(please check all that apply)*

_____ June 19-23 _____ June 26-June 30 _____ July 10-14 _____ July 17-21
_____ July 24-28 _____ July 31-August 4 _____ August 7-11 _____ August 14-18

My t-shirt size is _____S _____M _____L _____XL

I will comply with all of the following conditions and requirements:

- I agree to conduct myself in a mature, responsible manner and to remember that I am a representative of the Independence Township Parks, Recreation & Seniors Department.
- I agree to follow all of the Departments rules and regulations.
- I agree to wear a clean uniform shirt with shorts, socks, and tennis shoes and understand that a C.I.T. shirt will be provided. I understand that cut off shorts are not allowed and that shorts must be hemmed and a solid color, that large shorts, which are oversized, very tight and/or baggy, and/or hanging low on the hips will not be allowed. Jewelry is also discouraged. On beach days, C.I.T.s will wear camp appropriate bathing suits.
- I agree to attend camp punctually each day. In the event of illness or an emergency, I will call my supervisor as soon as possible to notify him/her of my absence.
- It is understood that since I am not an employee, I am not entitled to the Independence Township Parks, Recreation & Seniors Department's health insurance, worker's compensation programs or any other benefit given to an employee of the Independence Township Parks, Recreation & Seniors Department.
- I have read and understand the Camp Leadership program information and agree to perform the duties therein to the best of my ability. I will also commit to attend the C.I.T. Training on June 8th.
- If my work performance or behavior is in any way deemed unacceptable by the Summer Camp Director or C.I.T. Program Supervisor, I understand that I may be terminated immediately.

I understand that completion of the application process for the C.I.T. position does not guarantee acceptance into the program.

Applicant's Signature

Date

Parent's Signature

Date

**INDEPENDENCE TOWNSHIP PARKS & RECREATION
BACKGROUND CHECK APPLICATION –UNDER 18
REQUIRED FOR EMPLOYMENT**

NAME: _____
(AS IT APPEARS ON YOUR SOCIAL SECURITY CARD, including middle name or initial)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

SEX: (circle one) M or F _____

DATE OF BIRTH: _____

RACE: (circle one – required by ICHAT system) _____

White Black Asian or Pacific Islander American Indian or Alaskan Native Other/Unknown

PRINT CLEARLY

FOR OFFICE USE ONLY

REQUESTED BY: _____ DATE: _____

APPROVED: _____ DATE: _____
Department Director

**INDEPENDENCE TOWNSHIP
PARKS & RECREATION DEPARTMENT
2017 CAMP LEADERSHIP PERSONAL REFERENCE FORM**

To be completed by an adult (**not a relative**) who has known the applicant for one year or more.

Applicant's Name: _____

1. How long have you known the applicant? In what capacity?

2. Do you think the applicant would be a good caregiver for children?

3. Do you find the applicant to be dependable?

4. Do you feel the applicant uses mature judgment?

5. Do you feel the applicant will make a positive role model for young children?

Your Overall Impression:

Signature

Date

Phone

Name (Please Print)

Please Return to:
ATTN - Camp Leadership
Independence Township
6483 Waldon Center Dr.
Clarkston, MI 48346

