

## **Counselor-In-Training (CIT) Job Description**

### **Length of Season:**

- 2 weeks, 9:00 a.m. – 4:00 p.m. or 8:00 a.m. -3:00 p.m. Monday – Friday  
Schedule will be assigned (2) weeks prior to the start of the program.

### **Qualifications:**

- Willingness to follow directions and work as a team member
- Strong leadership and organization skills
- Willingness to ask for assistance when needed or desired
- Ability to interact with all age levels

### **Responsibilities:**

- Attend Staff Training session
- Complete required courses
- Assure campers are properly supervised at all times
- Be alert to camper's needs and assist Group Leader as needed
- Create and keep a civil relationship with fellow staff members
- Be a role model to campers and staff in your attitude and behavior
- Adhere to schedule provided

### **Physical Aspects of the Job:**

- Ability to enforce safety regulations and execute appropriate emergency procedure

### **Reports to:**

- Group Counselor
- Camp Director(s)

**Any questions / concerns should be addressed to the Camp Director.**

**Avon Recreation & Parks  
Counselor in Training (C.I.T.) Application**

I am a New Applicant: \_\_\_\_\_

I am a Returning Applicant: \_\_\_\_\_

**Personal Data:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Birthdate: \_\_\_\_\_ School: \_\_\_\_\_ Grade in Fall: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Please list three (3) references:**

	<u>Name</u>	<u>Address</u>	<u>Phone #</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**Applicant Information:**

1. Why do you want to be a C.I.T.?

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\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

2. Do you have experience working with children? If so, what has it taught you?

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\_\_\_\_\_

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\_\_\_\_\_

3. What personal traits would make you a good C.I.T.?

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4. Do you have experience as a leader? If so, what has it taught you?

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5. Who is a role model to you? What makes her/him a good role model?

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6. How would your teachers describe you?

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7. How do you spend your spare time (include extra-curricular activities)?

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8. Do you have any camp experience? If so, please indicate below:

Camp: \_\_\_\_\_ Year: \_\_\_\_\_

Experience: \_\_\_\_\_

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**Please mail to:** Town of Avon, Recreation & Park Department  
60 W. Main St.  
Avon, CT 06001

Deadline for application is May 1, 2019. Interviews will be held on May 8-9, 2019.

## Counselor in Training (C.I.T.) Training Program

The Counselor in Training Program is a unique experience for teens entering Grades 9 & 10. The program provides teens with the opportunity to earn First Aid, CPR/AED certification as part of the program. Participants will develop leadership skills, work with children while working alongside the Recreation Staff. C.I.T.'s will be interviewed the same as seasonal employees and their participation will be based upon the interview outcome and spaces available. **Application deadline for the C.I.T. Program is Wednesday, May 1, 2019. Interviews will be done May 8 - 9 from 3:00 – 6:00 p.m.**

**Please note that there is a MANDATORY training date for this program:**

Date: To Be Determined  
Time: 9:00 a.m. – 3:00 p.m.  
Certification: First Aid/CPR/AED  
Instructor: Health and Safety Training of CT  
Location: Avon Room at the Avon Town Hall  
Bring: A bag lunch  
Cost: \$150.00

The C.I.T. program will consist of three (3) 2-week sessions to choose from and we will try to give everyone their first or second choice. Please indicate with a check mark your choices below: (please note that sessions **cannot** be split)

<u>Sessions*</u>	<u>First Choice</u>	<u>Second Choice</u>
July 8 – 19, 2019	_____	_____
July 22 – Aug. 2, 2019	_____	_____
August 5 – 16, 2019	_____	_____

\*We will do our best to accommodate the dates that you request, but we cannot make any guarantees.

Maximum C.I.T.'s for the summer will be nine (9).