

Dear Parents and Guardians,

Our CIT program is intended for 14 and 15 year olds who are interested in becoming camp counselors or exploring personal growth and leadership experiences. Anyone considering enrolling should read the enclosed information and application carefully. Details of each phase of the program are listed on the accompanying sheets.

The CIT program is a two-year, progressive experiential education course designed to help young people develop their awareness and basic skills of camp leadership. Though primarily created to produce well-rounded, creative, caring and competent staff members with a broad range of human relation skills, outdoor education techniques, sports, games and camp programming ideas, it is also designed to be a benefit to young people regardless of their interest in camp counseling. The issues raised and the experiences encountered relate to a young person's life in the world at large, as well as in the microcosm of our camp community. The CIT program's many components are led by our CIT Coordinator, with support from the Camp Director and other key camp staff.

In the first year of the course, 14 year olds will participate in Phase 1 of the CIT program. It is a four-week group experience with limited enrollment that may be taken in the first or second half of our summer season. During that time, CIT-1s have the opportunity to lead a group of children, teach an activity lesson, observe our counselors in action, brainstorm ideas with our staff for special events, and team-build with co-CITs.

The second year of the CIT program includes mostly CIT-1 graduates, but other 15 year olds outside our camp may apply for a limited number of positions. CIT-2s are rotated among camper groups and specialty areas for a variety of experiences with different aged campers and activities, and will have the opportunity to lead children, teach activity lessons, brainstorm, and team-build. CIT-2s receive additional in-service training, evaluation and counseling throughout the summer from the CIT Coordinator and others in our camp leadership. Upon completion of the CIT program, young people are eligible to apply for employment as camp counselors.

The enclosed packet includes the Program Outline, as well as our CIT Goals and Responsibilities. As a family, please review this material. If after you have reviewed our CIT program and you feel ready for a fun challenge, please complete the two enclosed applications and mail it back to us. The CIT application must be completed by the CIT, and the parents must fill out the Camper Application. CITs cannot be registered online.

The CIT program will be available only to previous BRDC campers and CITs until January 31<sup>st</sup>, at which time all of these applications will be reviewed and spots filled. After that date, the program will open for all others eligible if spots are still available. Last year, the program filled up, so don't wait to apply!

We hope this information will answer most of your questions regarding leadership training for young people at Boulder Ridge Day Camp. If you have questions, call our office at 860-379-6500. This summer is going to be awesome and we hope that you will join us.

We hope to hear from you soon,

Kevin, Sam, & Nicole  
BRDC Administration

# BOULDER RIDGE DAY CAMP CIT PROGRAM OUTLINE

## I. CIT Phase 1

### A. Eligibility

1. 14 years old by June 15<sup>th</sup>, 2010
2. No prior camp experience necessary, though preferred.

### B. Application Procedures

1. Complete Camper Application form and CIT application plus \$520 tuition for the four week program. (\$75.00 deposit due with application)
2. Apply to CIT-1 program for either sessions 1&2, or sessions 3&4, or all four sessions. (Week 9 is available and optional for any CIT)

### C. CIT-1 Program Details

1. Placement in camper groups and activity specialty areas on a rotating basis: two weeks assisting general counselors in camper groups, and two weeks learning skills in one or more activity specialty areas of their choice
2. Leadership training - including personal reflection through group discussions and individual writing assignments, observing program area staff members and general counselors, and leading and presenting to groups
3. Organizing special camp-wide events with our staff, decorating for birthday parties, and being involved in morning/afternoon assemblies
4. Attend pre-camp CIT meeting (date and time TBA)

## II. CIT Phase 2

### A. Eligibility

1. 15 years old by: June 15<sup>th</sup>, 2010
2. Completed BRDC CIT-1 program, equivalent, or other appropriate life experience

### B. Application Procedures

1. Complete and submit CIT Application and Camper Application form plus the \$120 fee per four week session.
2. Apply to CIT-2 program for either sessions 1&2, or sessions 3&4, or all four sessions. (Week 9 is available and optional for any CIT)

### C. CIT-2 Program Details

1. Placement in camper groups and activity specialty areas on a rotating basis each session: assisting general counselors in camper groups, and learning skills in one or more activity specialty areas of their choice
2. Leadership training - including regular observation and evaluation by group Sr Counselor, Program Area Counselor, and CIT Coordinator; personal reflection through group discussions and individual writing assignments
3. While supervised, lead one camper group for a day, and lead one activity area for a day
4. Organizing special camp-wide events with our staff, decorating for birthday parties, and being involved in morning/afternoon assemblies
5. Real world training, including interview and resume writing skills
6. Attend pre-camp CIT meeting (date and time TBA)

## BOULDER RIDGE DAY CAMP CIT GOALS & RESPONSIBILITIES

### **CIT-1 Goals**

- ⇒ Develop leadership skills
- ⇒ Develop counseling and teaching skills within the BRDC environment
- ⇒ Increase sense of responsibility and service to others
- ⇒ Assist Senior Counselors with camper supervision
- ⇒ Assist Program Area Counselors in carrying out lesson plans in an activity
- ⇒ Improve interpersonal skills with peers, campers, and staff

### **CIT-1 Responsibilities**

While at BRDC, a CIT-1 will:

- ⇒ Participate and assist campers in all activity areas
- ⇒ Report any behavior problems to the senior counselor in the group
- ⇒ Act as a role model to all campers
- ⇒ Make their best effort to learn new skills or improve upon old skills while in their chosen activity area
- ⇒ Cooperate with all camp personnel to ensure safety for all campers
- ⇒ Complete tasks and/or assignments given to them by the CIT Coordinator, whether individually or in a team setting (i.e. keeping a daily camp journal, participating in team building activities, etc.)
- ⇒ Help campers share in the responsibility of care of the grounds by setting a good example
- ⇒ Be prompt, neat, and willing to do more than the minimum requirements
- ⇒ See that campers keep their belongings in order and out of the Lost and Found
- ⇒ Be sure that campers are properly hydrated and protected from the sun
- ⇒ Be alert of and report to the office any elements of danger such as broken equipment, loose nails, poison ivy, etc.
- ⇒ Carry out any additional tasks set forth by the group Senior Counselor, Program Activity Counselor, or CIT Coordinator

### **CIT-2 Goals**

- ⇒ Successfully program and implement a lesson plan for an activity area
- ⇒ Lead a group of junior campers in their daily activities
- ⇒ Continue to increase leadership, counseling, and teaching skills
- ⇒ Improve camper management skills
- ⇒ Increase preparedness for summer camp counselor position
- ⇒ Continue to improve interpersonal skills with peers, campers, and staff

### **CIT-2 Responsibilities**

While at BRDC, a CIT-2 will continue to follow all CIT-1 responsibilities, as well as:

- ⇒ Under Senior Counselor supervision, curb negative behaviors of campers
- ⇒ Assist Program Area Counselors program and implement activity lesson plans
- ⇒ Carry out any additional tasks set forth by the group Senior Counselor, Program Activity Counselor, or CIT Coordinator

**COUNSELOR-IN-TRAINING APPLICATION**

TO BE COMPLETED BY CAMPER AND RETURNED TO:

Boulder Ridge Day Camp  
104 Goose Green Road  
Barkhamsted, CT 06063

Position Applying for (circle one):      CIT-1      CIT-2

Dates applying for (circle):      Sessions 1&2      Sessions 3&4      Week 9  
June 28<sup>th</sup> - July 23<sup>rd</sup>      July 26<sup>th</sup> - August 20<sup>th</sup>      August 23<sup>rd</sup> - 27<sup>th</sup>

Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ Grade Completed in June 2010: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone \_\_\_\_\_  
(please write legibly, as you will be notified of initial receipt of the application via email)

Activity Areas Interested In\*: 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_  
\*Please refer to list on last page, list in order of preference

**Education**

Years (From-to)      School      City      State

Years (From-to)      School      City      State

**Camp Experience**

Dates      Camp      Director      City/State

Dates      Camp      Director      City/State

Dates      Camp      Director      City/State

**References** - please list at least 2 people that can attest to your work habits and character. Examples include teachers, coaches, employers, or mentors. Please do not include parents of family members.

1) \_\_\_\_\_  
Name Relationship Phone Number

2) \_\_\_\_\_  
Name Relationship Phone Number

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Please answer the following questions on separate sheet of paper, hand-written:

1. What contributions do you think you can make at camp?
2. What contributions do you think a well-run camp can make to children?
3. What are your summer goals at BRDC?
4. Why would you like to work at BRDC?
5. Describe a perfect counselor.
6. What are personal examples of good leadership?

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Are there any reasons you may have difficulty in performing any of the essential elements of the position for which you have applied? YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, please explain

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I authorize investigation of all statements herein and release the camp and all others from liability in connection with same. I understand the position of CIT is that of a Counselor-In-Training and that, while I will still be a camper in a special program, my behavior and attitude will be held to the same standards as that of the regular staff.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**A completed camper application must accompany this C.I.T. application**

Activity Areas:

Archery

Arts & Crafts

Baseball/Softball (may also include volleyball and/or kickball)

Basketball/Floor Hockey

Boating (not life guarding or swimming)

Dance / Hip Hop

Ceramics

Cooking

Group Games

Gymnastics

Lacrosse

Low Ropes

Martial Arts

Mountain Bikes

Nature

Performing Arts

Photography/Newspaper

Science Lab

Soccer (may include other field games like Ultimate Frisbee, Flag Football, etc)

Tennis

Tower