

YMCA CAMP WATIA

Counselor-In-Training Program



Thank you for your interest in our Counselor-In-Training (CIT) Program. Before you decide to apply to the program, I would like you to review all of the information enclosed in this packet.

The enclosures are as follows:

CIT PROGRAM INFORMATION: A general description of the program, duties, qualifications, and packing list. Health Forms and waivers will need to be completed as part of the online registration process after a participant is accepted.

CIT POLICIES: Because CIT's are minors, strict adherence to these policies will be required. CITs are still campers therefore it is important that these policies to be reviewed by candidates and their parents. Failure to follow these policies may result in removal from the CIT program.

CIT APPLICATION: If, after reviewing the Program Information and Policies, you have chosen to apply, please complete and submit the online application form as soon as possible. It can be found at <http://ymcawnc.campbrainstaff.com>. To aid us in your selection, please fill out the application with as much information as possible. As stated in the program description, this is a three week commitment.

REFERENCE LETTERS: Please have 3 references filled out and upload the completed copies to your CampBrain account (ymcawnc.campbrainstaff.com) or mail completed forms to: CIT Program C/O YMCA Camp Watia, 201 Beaverdam Rd., Asheville, NC 28804. These letters are extremely important to our review process. Family members should **not** be used. References may come from teachers, employers, or other youth group leaders.

Once you have submitted a completed application and references, you will be contacted regarding an interview. **All wavier and health forms are due by June 1st, 2019.** We look forward to hearing from you!

Questions or want more info? Contact Shannon at (828) 209-9600 or by email: sraab@ymcawnc.org

Campingly Yours,

Ryan Hove
Executive Director



YMCA CAMP WATIA

Counselor-In-Training Program

PROGRAM DESCRIPTION

Our CIT Program is a leadership development program for young adults 16 and 17 years old. The training involves many aspects of camp life with hands-on experiences of living and working as a team, assisting counselors in supervising and instructing campers, and personal growth through new challenges. CITs have all the fun a true summer camp experience can provide, while learning new skills and accepting greater levels of responsibility.

Program Dates:

CIT Session 1: June 23-July 12

CIT Session 2: July 14-August 2

Enrich campers' lives: By connecting with individual campers and learning how to be a friend, role model, and supervisor, you will be giving back to your community and making a difference in the life of a child!

Work with great mentors: We hire amazing staff from across the country and around the world, each of whom brings their unique talents and knowledge to share with you and the rest of the camp community.

Learn leadership skills: Through daily workshops about communication, learning styles, games, program development and issues that are important to you, you will become a better leader

Learn life skills: By working in our Camp Store, you will learn how to manage, organize, and do sales and finances. By merely applying to the CIT program, you are practicing valuable job skills!

Make lifelong friends: By connecting with CITs who share your ideas, interests, and enthusiasm for camp!

QUALIFICATIONS:

Ages 16 or 17 on or before June 1st.

- Sincere interest in working with children as a positive role model.
- Be able to model the four core values of Caring, Honesty, Respect, and Responsibility.
- Able to be active in an outdoor setting for long hours.
- Evidence of ability to accept guidance and supervision.
- Evidence of good communication skills.
- Evidence of ability to adhere to rules and policies.
- Enthusiasm, patience, initiative and sense of humor!
- Complete a CIT application, including 3 letters of recommendation, and successfully interview.

EXPECTATIONS

- To be positive and open to new things.
- Try your best even when you find things challenging.
- Support the other participants in your group and will work to build a strong community.
- Be true to who you are and strive to be your best self.

DUTIES

- Attend all training sessions
- Complete all assignments
- Assist cabin counselors with supervision of campers
- Assist program specialists with program instruction
- Assist in Camp Store
- Participate in service projects relating to camp program, facilities and grounds

Questions or want more information? Contact Shannon at (828) 209-9600 or by email: sraab@ymcawnc.org

Important Information for CITS & Parents

Arrival and Departure Times

Campers are to arrive at camp on Sunday at 11:30am. On Friday, Check-Out begins at 7:00pm immediately following our Family Closing Ceremony (please see below for more information). For the safety of your child, picture identification is required to check out campers.

Family Closing Ceremony

Camper families are invited to join the Camp Watia community in celebrating a great camp session! We will be sharing highlights of the week and cabins will be sharing songs, skits, and special talents! This is a great opportunity for campers to shine and for parents to see the Camp Watia experience in action! Families are asked to arrive by 5:45pm and check in at the Welcome Depot. The Closing Ceremonies will begin at 6:00pm at the amphitheater.

Electronics

A Summer Camp experience promotes group unity, cooperation, and teamwork. In an effort to help achieve this, we ask that campers do not bring cell phones, radios, or any other valuables. Campers in possession of electronics will be asked to turn them over to the camp administration for safekeeping. YMCA Camp Watia is not responsible for any damages or lost items.

Keeping Camp Informed

Please keep us informed of any changes in your child's life that could affect his/her stay at camp (illness in the family, divorce/separation, etc.) While we respect every family's privacy, accurate information will allow us to be more sensitive to your child's needs and ensure they have a good time at camp.

Lost and Found

While our staff will make every effort to help your child keep track of his/her belongings, YMCA Camp Watia is not responsible for your camper's personal possessions. All items left at camp will be kept at the camp office until the end of the camping season. Any items that are not claimed will be donated to a charitable organization.

Medication

All medications **in their original containers** (prescription and over the counter) must be turned in to the Health Officer during check in. Prescribed and over the counter medication **will be administered as directed** on the bottle and must be clearly marked with the child's first and last name. All prescribed medications must have the name of medication and name of physician labeled on bottle. You will be asked during the check in process when the last dosage occurred. This will assist us in ensuring medication is administered in a timely manner.

Allergies

Our camp does not offer any nut products to our campers; however we do offer soy butter. Please note any food or environmental allergies on your camper's health form.

Care Packages

Camper safety is our top priority. We ask that families not send any food products to eliminate the risk of food allergens.

YMCA CAMP WATIA

Counselor in Training Packing list



Clothing

- rain jacket
- 2 sets of pajamas
- 7 pairs of underwear
- 2 bathing suits
- 10 pairs of socks
- 7 pairs of shorts

- 7 shirts
- 1 long pair of pants
- 1 sweatshirt

Shoes

- 1 pair of sandals for shower/swimming
- 1 pair of water shoes (optional)
- 1 pair of sneakers/walking shoes

Bedding

- pillow & pillowcase
- sleeping bag
- fitted twin sheets

Toiletries

- 2 bath towels
- 1 beach towel
- 2 washcloths
- shower caddy

- shampoo/conditioner
- soap
- toothbrush & toothpaste
- comb/brush

Other Supplies

- flashlight or headlamp
- day bag/book bag
- water bottle (name clearly marked)
- insect repellent (non-aerosol)

- sunscreen (waterproof)
- swim goggles (optional)
- hat
- laundry bag

Optional fun things to bring to camp

- books
- frisbees
- costumes for Wacky Wednesday
- pre-stamped postcards (to write home)

- inexpensive camera (not a phone)
- beach ball
- journal
- playing cards

DO NOT BRING: Cellphones, handheld gaming devices, mp3 players, tablets, weapons of any kind, pets, alcohol, tobacco products, drugs, animals, fireworks, personal vehicles, or personal sports equipment.

YMCA CAMP WATIA

Counselor-In-Training Rules and Policies



1. **COMPENSATION:** Room and board will be provided. There is no salary.
2. **TRANSPORTATION:** The CITs must be transported/drop off by parents/legal guardians.
3. **HEALTH FORMS:** Each CIT must have a current, signed Health History and Camper Profile Form on file at camp. This allows ill or injured campers to be evaluated and treated by the camp staff, and emergency medical personnel if needed.
4. **PERSONAL BELONGINGS:** The CIT is responsible for his/her own belongings. YMCA Camp Watia will accept no responsibility for lost or damaged items. Any items of value should be left at home. Please keep items brought to camp at a minimum. Electronics and Pets need to stay at home.
5. **USE OF EQUIPMENT:** Use of camp equipment for activities other than regularly scheduled programs is permitted only upon approval from the Camp Director.
6. **LEAVING CAMP GROUNDS:** CITs will not be allowed to leave camp grounds during the program session.
7. **PERSONAL CONDUCT:** The CIT must agree that while under the supervision of YMCA Camp Watia, he/she will adjust personal habits and actions to meet the policies and ideals of the camp and abide by the following regulations:
 - I will conduct myself in a mature and thoughtful manner, keeping in mind that my **first** priority are the campers.
 - I am physically able to work long days in hot conditions and care for myself appropriately.
 - I understand I am a positive role model and agree to avoid all profanity and lewd remarks/conduct.
 - I will follow instructions of all Camp Watia staff members and perform all duties as assigned.
 - I understand that camp is a drug and alcohol free property and I will not use alcohol, tobacco, or illegal drugs during the duration of my work at YMCA Camp Watia.
 - I will wear appropriate clothing and attire at all times.
 - I will not bring any firearms, weapons, or other dangerous items to camp.
 - I understand that participation in the CIT program is at the discretion of the Camp Director, and will undergo evaluations at the end of each week to determine my participation in the second week of the program.

Failure to adhere to these, or any Camp Watia policies, may result in removal from the CIT program.

Discipline will be handled in the following manner:

- Strike 1- Staff member will discuss the issue with camper verbally, and then document in writing.
- Strike 2- Staff member will notify camper in writing, and camper and staff will contact parent.
- Strike 3- Camper is dismissed from camp. The parent or guardian is responsible for transportation of the camper.

YMCA CAMP WATIA

Counselor-In-Training Program



REFERENCE FOR: _____
Name of Applicant

The applicant listed above has applied for the CIT program at YMCA Camp Watia (a coed, residential summer camp). The CIT program is for youth ages 16-17 who will practice leadership skills. They will be responsible for assisting cabin counselors and program specialists with the instruction of classes, and supervision of campers of all ages and backgrounds. Your honest response to the following questions about the applicant's character and ability would be most helpful. All information will be kept confidential. **Please return ASAP to the address below. Thank you for your time.**

1. What is your relationship to the candidate? How long have you known the candidate?
2. What do you feel are the candidate's greatest strengths?
3. Please describe a time when the candidate showed initiative:
4. What behaviors could the candidate change to be more effective?
5. Please describe a time when the candidate had to respond to a high-stress situation or accept criticism. How did they deal with it? What could they do to improve?
6. How would you describe their values and leadership style?
7. Do you know any reason why the applicant would not be suited for this training or to work with children in a residential camp setting?

Reference Name (please print): _____

Reference Signature: _____ Date: _____

Please return Reference Forms to: CIT Program C/O YMCA Camp Watia, 201 Beaverdam Rd., Asheville, NC 28804.
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