



Ann Arbor YMCA Camp Al-Gon-Quian Counselor-In-Training Application

November 1, 2011

Dear CIT Applicant and Parent,

Thank you for your interest in Ann Arbor YMCA Camp Al-Gon-Quian's Counselor-in-Training (CIT) Program. The purpose of this letter is to help both the applicant and the parent understand more about the program and our expectations of the CITs.

Eligibility

In order to be considered, applicants must have completed at least the tenth grade. We suggest applicants have completed the AGQ Leaders-in-Training Program or have previous experience working with children. While it is not required, we suggest applicants are 16 or 17 years old.

CIT Program Schedule

The CIT program takes place throughout the summer coinciding with regular camper sessions. There is no fee for CITs—they come to camp as volunteers. CITs must participate in all days of the CIT session. CIT applicants have the opportunity to request sessions on the CIT application. The applicant should double-check he or she is available for all requested sessions, as after placement is completed changes rarely can be accommodated.

CIT Session A (Sessions 1 & 2): Saturday, June 23 – Saturday, July 14

CIT Session B (Session 3): Saturday, July 14 – Saturday, July 28

CIT Session C (Session 4): Sunday, July 29 – Sunday, August 12

CIT Session D.1 (Sessions 5 & Mini): Sunday, August 2 – Wednesday, August 22

CIT Session D.2 (Sessions 5 & 6): Sunday, August 2 – Sunday, August 26

Are you ready to be a CIT? Applicants should ask themselves the following questions:

- Do I have a sincere desire to work with children?
- Would I like the opportunity to develop and improve my leadership ability?
- Do I enjoy learning in a hands-on environment?
- Is an out-of-doors work experience right for me?
- Am I ready to become a role model for younger children?
- Can I handle the responsibility of being a camp counselor?
- Am I ready to put campers' needs ahead of my own?
- Am I ready to create camp magic?
- Do I have the ability to work well with others in a variety of situations?

If the applicant answered yes to the above questions, then the CIT program may be an opportunity to gain valuable experience in a fun-filled environment.

CIT Program Information

The CIT Program offers countless opportunities to interact with children, lead activities and participate in camp programs. The majority of Camp Al-Gon-Quian's current staff members completed both the Leaders-in-Training and the Counselor-in-Training programs.

CITs fulfill many different roles at Camp Al-Gon-Quian. CITs must have a sincere desire to work with children, a wish to give back to the camp community, a strong work ethic, lots of energy and creativity, a positive attitude and the ability to put children's needs ahead of their own.

Training

The objective of the CIT program is to better prepare the participants for future work with children, in or out of the camp setting. This is done through hands-on experiences, guidance from staff members and, of course, pre-camp training and on-site workshops. Training and workshops in the spring will cover ice breakers and games, child abuse awareness and prevention, positive discipline techniques, child

development stages, the mission and philosophy of Camp Al-Gon-Quian, camp operation, homesickness and much more. All CIT volunteers must attend one CIT workshop before their session.

Working at Camp

CITs will live in a cabin with at least one senior counselor as a co-counselor and oftentimes an additional senior or junior staff member as another co-counselor. The CIT will be an apprentice to this staff member, learning how to care for campers in every aspect of the counselor experience, from waking campers up in the morning to rest hour responsibilities, maintaining the cleanliness of the cabin and campers, to evening cabin time and putting the children to bed. CITs are usually placed in cabins with campers no older than entering 8th graders.

During the day, CITs will participate in two portions of the program: dishing and activity areas. Four to five CITs will be assigned dish duty each week. During their time dishing, CITs have some free time during the day to relax, shower or sleep after they complete dishwashing duty for that particular meal. While not on dish duty, CITs will be assigned to work in activity areas. During their time in each area, CITs will learn how to run the given activity and teach the skills to campers. CITs will select a "concentration" activity area where they will consistently work, as well as have the chance to try different areas.

CITs will also help the store manager in the camp store during free time and free swim. CITs will be involved in planning evening activities and will participate in evening activities as staff or as leaders for younger cabins. CITs will be responsible for helping put campers to bed and in evening cabin time, devotions or other bedtime activities. CITs have a nighttime curfew, and they will sign in before bed as all staff members do.

Time Off

CITs receive two nights off during their time at camp. One evening off is out of camp and one is on camp. The night off camp usually consists of a dinner out, window shopping in downtown Petoskey or a movie. CITs will be accompanied by the CIT leaders, but will be given free time while in Petoskey with prearranged meeting times and places. During the on-camp night off, CITs have a campfire, order pizza or watch a movie. This time is set aside for CITs to relax, have a break from work and to enjoy the company of other CITs.

Challenges of the CIT Program

The CIT program is challenging for young people on many levels. First, it takes a large amount of energy to complete all of the daily tasks and responsibilities of a CIT and maintain a positive attitude. Second, it is a transition time. Participants are no longer campers and must be willing to be a constant role model, placing the campers' needs in front of their own. Finally, CIT program participants often become future staff members. While this is a positive and exciting aspect of the program, it often leads to the CIT program becoming competitive. We want every participant to have a positive experience at Camp Al-Gon-Quian; therefore, we challenge each CIT to push him or herself to achieve personal goals in their work with children rather than focusing on a competitive edge for future hiring.

Application Process

Step One: CIT applications must be returned to the camp office by February 15, 2012. In order to ensure an application will be considered, the applicant needs to have three references return the Confidential Reference Forms to the Ann Arbor YMCA by February 15. Teachers, coaches, mentors, religious leaders and employers are all excellent choices. We do not recommend references from family members.

Step Two: Group interviews will be conducted the week of February 27th at the Ann Arbor YMCA. A staff member will contact the CIT applicant via email during the week of February 15th to set up an interview time.

Step Three: Placement decisions will be based on the application, interviews, reference forms and, if applicable, the suggestions of the 2011 LIT staff members and the applicant's history at Camp Al-Gon-Quian. Placement decisions will be made the first week of March and placement notification for all applicants will come in the mail the week of March 11th. If the applicant hasn't heard anything as late March approaches, be sure to let us know.

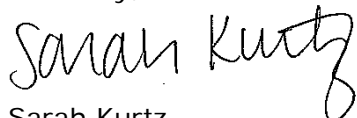
Please be aware space is limited and not everyone who applies will be accepted into the CIT program. In order to maintain a high-caliber program and offer adequate opportunities to meet our goals, Al-Gon-Quian must maintain a manageable and appropriately sized program. Approximately 40 CITs will be hired for the summer. Last year, we had 70 applicants. Counselor-In-Training is a volunteer position and accepted applicants will not receive payment. Volunteering in the counselor in training program does not guarantee a future position at Camp Al-Gon-Quian.

Communication regarding the application process and the program should be between the applicant and the camp director and program directors. The most successful applicants treat the application and hiring process just like any job application. Parents should feel free to help in certain ways, like guiding the applicant in selecting references and helping them learn to professionally apply and interview. At the same time, please remember we seek candidates who are independent, mature and self-motivated. It is our hope that parents help to cultivate these traits by allowing their teens to take full responsibility for their CIT application.

Our goals are that all applicants to the Counselor-In-Training program gain valuable experience in the job application and interview process and that all of our Counselors-In-Training at camp gain skills that are applicable not only to being a camp counselor but to other aspects of their lives.

To the applicant: Thank you for applying to be a Counselor-In-Training, and please do not hesitate to call or e-mail me if you have any questions. I look forward to hearing from you!

Sincerely,

A handwritten signature in black ink that reads "Sarah Kurtz". The signature is written in a cursive, flowing style.

Sarah Kurtz
Director, Camp Al-Gon-Quian
Ann Arbor YMCA
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camping@annarborymca.org



Ann Arbor YMCA Camp Al-Gon-Quian Counselor-In-Training Application

For applicants who have finished 10th or 11th grades
APPLICATION DEADLINE: FEBRUARY 15, 2011

Full Name: _____ Date of Birth: _____

Telephone Number: _____ Cell Phone: _____

Address: _____

City _____ State _____ Zip _____

Email Address: _____

**You will receive an email by the end of February in order to set up an interview time. Please make sure this is an active account.*

Which communication form is best? Email Cell Phone Home Phone

School: _____ Grade entering in Fall 2011: _____

Extracurricular Activities: _____

Were you a camper at AGQ? _____ If so, when? _____

Other camps you have attended: _____

Certifications that will be current throughout the summer (first aid, CPR, lifeguarding, etc.):

Preferences for Hire

Please rank your preferences for hire. If you are unavailable during a particular session, please leave that selection blank. CITs are hired into particular sessions, and it is extremely difficult, if not impossible, to switch sessions after the hiring process is complete. Please examine your schedule carefully before filling out this section. Use "1" as your top preference, up to "5" as your final preference.

			RANK
CIT SESSION A	Sessions 1 & 2	June 25-July 16	_____
CIT SESSION B	Session 3	July 16-July 30	_____
CIT SESSION C	Session 4	July 31-August 14	_____
CIT SESSION D.1	Sessions 5 & Mini	August 14-24**	_____
CIT SESSION D.2	Sessions 5 & 6	August 14-28	_____

If you have specific reasons behind your requests you would like to tell us, please do so here: _____

**Mini-camp will run concurrently with Session 6 this summer. CITs who work Session 5 and Mini-Camp will leave on Wednesday of Session 6 with the Mini-Campers.

Activity Area Interests

Please place a 1, 2, 3, 4 or 5 on the line before each activity:

1. I have expert knowledge in this area. I could teach it as an expert
2. I am fairly skilled in this area. I could competently organize this activity
3. I believe I can assist in teaching or cover for other staff on time off in this area
4. I am interested in learning about this activity area
5. I am not interested in this activity area

Waterfront Activities

- Swimming
- Canoeing
- Sailing
- Waterskiing
- Fishing

Outdoor Activities

- Archery
- Riflery
- Climbing Wall
- FUNK (Nature)
- Landsports
- Potpourri

Creative Endeavors

- Woodshop
- Newspaper
- Library
- Dance/Music
- Creative Writing
- Drama
- Arts and Crafts
- Northstar
- Southstar

Barn

- Trail Rides
- Western Riding
- Ground Lessons
- Care of Creatures

Other

- _____
- _____
- _____

From the list of activity areas, please list the four you can best instruct and any relevant experience:

Activity 1: _____

Experience: _____

Activity 2: _____

Experience: _____

Activity 3: _____

Experience: _____

Activity 4: _____

Experience: _____

Parent Agreement

I have read and understand the Counselor-In-Training application letter and understand my child is applying to work at Camp AI-Gon-Quian as a volunteer. I agree to have my child apply to Camp AI-Gon-Quian and participate in an interview. I understand this is a competitive application process and not all applicants will receive a position. I understand volunteering as a CIT at AGQ does not guarantee future employment with Camp AI-Gon-Quian or the Ann Arbor YMCA.

Parent Signature: _____

Short Answer Questions

Please answer the following questions in a thorough, thoughtful and legible way.

1. If you participated in the Camp Al-Gon-Quian Leaders-in-Training program, please answer the following questions. If not, please skip ahead to question 2.
 - a. What was your personal highlight of the LIT program?
 - b. What lessons did you learn as an LIT?
 - c. In what ways did your LIT experience prepare you for the CIT program?
2. If you did not participate in the Camp Al-Gon-Quian Leaders-in-Training program, please answer the following questions. If you answered question 1, skip ahead to question 3.
 - a. Please tell us about a time you had a role as a leader.
 - b. What is the most valuable life lesson you have learned recently?
3. In your opinion, why does Camp Al-Gon-Quian provide the CIT program?
4. There are many options for high school students during the summer. Why do you want to be a CIT?
5. We have a diverse community at camp. How will you foster a sensitive, open, honest and accepting community among campers and staff?
6. Talk about a time that you have shown creativity.
7. Please give share an example of a time when you had to put someone else's needs ahead of your own.
8. What, in your opinion, is the most important Camp AGQ tradition, and why? If you have not been a camper at AGQ, please tell us about an important tradition in your life.
9. There are many qualified applicants each summer for the CIT program. What makes you a unique applicant among a talented bunch?
10. Optional: Please include any additional comments or thoughts you may have

