**Counselor in Training Information**

**General**

Counselors in Training (CITs) are teens from the age of 14-16 who apply to volunteer their time in the summer at Oak Ridge Summer Camp. They attend a mandatory training day before camp begins, and they are briefed on Summer Camp rules, daily schedule and CIT duties. They are required to volunteer 4 weeks of the 8 week camp schedule. There will be no charge for their attendance, and it will be more like volunteer work.

**Requirements**

 To apply to this position, CITs must fill out the application form and attach a letter of recommendation from a non-relative adult. They must be able to attend the mandatory training session to be First Aid and CPR certified, as well as prepared for the following week that marks camp’s start.

**Duties and Responsibilities**

CITs are assigned to a Counselor group each week and are there to help the counselor control and keep track of the small group during snack, field trips, and small group time. Outside of small groups, CITs serve a similar job as Counselors. They referee games and keep a fair game going, they watch for any potential conflicts between campers or injuries. They are also required to help Counselors out by cleaning up the lunchroom after lunch, taking campers to the bathroom, among other small tasks throughout the day.

**Training**

 Training consists of one full Saturday where the CITs will be briefed on their duties and responsibilities, as well as be trained in First Aid and CPR. They will learn about the general camp schedule as well as the field trips, theme days and other activities that Camp takes part in.

**Failure to Perform**

 If the CIT fails to perform as expected they will be given three warnings, similar to the three write-up rule that campers follow. After the third warning, the CIT will be relieved of their position. The Counselor in Training position, while helpful to Summer Camp, is not essential. The CIT’s job is to lighten the load of Counselors and aid in daily supervision of the campers. A CIT who makes that more difficult cannot be asked to stay.

**Benefits to CITs**

All field trips, events, and snacks (as well as some meals) will be paid for throughout the summer. Additionally CITs are given the same freedoms as counselors to take breaks when able, order lunch to the Civic Center, among other things.

Counselors in Training that perform exceptionally will have consideration as a full-time counselor the following summer if they choose to return (and if they are 16 or older). We hope that this compensation will be a beneficial incentive to help feed into the Counselor hiring pool in the years to come. We hope that the CIT program becomes something that carries over CIT hopefully to a Counselor position, rather than just extended summer camp for older campers.