

2009 Counselor-in-Training Program

CIT Camp: Sunday, July 5 to Saturday, July 11 at Camp Cazadero

The CIT program is an important component of Outdoor Ministries in the Northern California Nevada Conference!

The Purpose of the NCNC UCC Outdoor Ministries Program is:

To Create Intentional Christian Community

In this regard our priorities include 1) providing an environment of physical, emotional and spiritual safety; 2) affirming each individual and her or his gifts as beloved of God; 3) sharing the beneficial traditions and practices that make our camps special and inclusive; and 4) creating programs that encourage the development of community and personal encounters with the God we worship and serve.

The Training Program

Counselors in Training attend a week-long leadership training camp which provides learning experiences on a variety of topics and in a practicum setting with the campers attending Kids Camp, who are ages 7-9. Part of the day is spent with the CITs learning and reflecting together with their camp director/instructor. The other component of the training is hands-on experience among the campers and staff of Kids Camp. CITs will participate in many aspects of the Kids Camp program and will eat and be housed with staff and campers as part of their training.

Training topics will include:

- ✓ An exploration of personal gifts
- ✓ legal mandates regarding child abuse and sexual harassment
- ✓ developmental characteristics of children
- ✓ leadership skills and characteristics
- ✓ the role of CIT/counselor
- ✓ camper-counselor relationships and boundary issues
- ✓ creating a meaningful outdoor ministries experience for campers

In order to be considered for participation in the CIT program, please:

- ⇒ **Return** a completed application form by May 1, 2009. **Note:** *This camp is limited to 12 participants. All applications received by May 1 will be considered.*
- ⇒ **Arrange** for two people to complete and submit Reference Response Forms (attached).
One should be your pastor, church youth adviser, or other church leader.
Both respondents should be familiar with your abilities, experiences and/or character.
- ⇒ **Attend** the all-day Camp Rally, Saturday, June 20, 2009 (Details of this event will be provided.)
- ⇒ **Age requirement: You must be 16 years of age by December 31, 2009.**
- ⇒ **Apply:** Mail applications and reference response forms to:
Rev. Sara J. Steen, Director of Outdoor Ministries
NCNC UCC, 21425 Birch St., Hayward, CA 94541.
- ⇒ If accepted, you will receive registration instructions for the training camp.

NOTE: The above materials and meetings are all mandatory for Counselors in Training.

Cost of the Program

The cost for the CIT Camp is \$325. A camp registration form for CIT camp will be mailed to those accepted into the camp. The completed registration form and payment should be mailed to the Camp Registrar. Fundraising efforts are encouraged and churches are encouraged to grant scholarships to CITs for this training. In addition, CITs are eligible for a staff discount on the registration fee for camps they are eligible to attend as campers. See the camp registration brochure for detailed registration information.

CIT Training Description

The Counselor in Training program will be held concurrently with Kids Camp at Cazadero, Sunday, July 5 – Saturday, July 11. CITs arrive on Sunday afternoon for a day of training prior to the beginning of Kids Camp. CITs will spend part of each day in training sessions and part of each day getting practical experience as leaders in the Kids Camp program with children ages 7-9. *The goal of the Outdoor Ministries Committee is to provide a training experience that will benefit youth at camp and in other settings requiring leadership skills and the ability to work effectively with other leaders and with children.* The curriculum includes practical applications of topics such as: examining the role of a counselor; leading games; examining one's own spiritual life and the faith issues of children; recognizing signs of child abuse; maintaining appropriate boundaries with campers; and developmental stages of children. Included in the training program will be specific activities with the campers and staff of Kids Camp and periods of reflection on the CIT experience. This training program, once experienced, is appropriate to include on résumés and college applications as a training program.

Statement of Inclusiveness

Camp staff persons, as volunteers in Conference-sponsored programs, are charged with carrying out policies and positions adopted by the Northern California Nevada Conference UCC through its Annual Meeting and Board of Directors.

The Outdoor Ministries Committee, as part of the NCNC, affirms its moral and legal commitment to support and implement a program of equal opportunity for all. In implementation of this policy, we will not discriminate because of race, color, national origin, gender, age, affectional or sexual orientation, marital status, or physical handicap.

Camp and Youth Ministry Policies

The full texts of current policies and procedures of the Outdoor Ministry and Youth programs of the Northern California Nevada Conference are available at <http://www.ncncucc.org/camping/Revised%20Youth%20Policies.pdf>. Following is a summary of the policies you will be responsible to abide by and uphold:

- Possession or use of illegal drugs and of alcohol is prohibited.
- Inappropriate sexual behavior is prohibited.
- Violent behavior is prohibited.
- Physical, sexual, emotional or verbal abuse of any person by any other person is prohibited. Illegal activity of this nature will be reported to the authorities.
- Smoking of cigarettes prohibited by persons less than 18 years of age.
- Music devices, such as ipod's brought for personal use will be confiscated.
- Bringing food from home is not allowed. It will be confiscated.
- All participants are required to attend all meals.
- Personal visitors are not allowed from the time the camp program begins until it ends. Local church or conference personnel who make prior arrangements with the directors are exceptions.
- Only persons 18 and older may drive to and from camp. Persons driving minors to camp must be 21 years of age or older.
- In order to provide the best camping experience possible for those with special physical or emotional limitations, arrangements will be made in dialogue with the associate conference minister, camp directors, and parents/guardians prior to accepting staff application or registration of special needs participants.

*Excerpted from Full-Text NCNCUCC Policies
Revised 2005*

Read this entire document and if you have any questions, contact:

Rev. Sara J. Steenhouse, Director of Outdoor Ministries
21425 Birch St., Hayward CA 94541
Phone: 510-918-0751; Fax: 510-247-8992
E-mail: sara@ncncucc.org



2009 Counselor-in-Training Application Form

For CIT Camp: Sunday, July 5 to Saturday, July 11 at Camp Cazadero

Fill out both sides of this form:

Name _____ Home Phone (____)_____

M F Age _____ Birth date ____/____/____ Work Phone (____)_____

Address _____ FAX (____)_____

City/State/Zip _____ e-mail address _____

Name of Church where you are active _____ Denomination _____

Church's Phone # (____) _____ Pastor's Name _____

Year in school: _____ If employed, where? _____

Your age on December 31, 2009: _____

Age requirement: If you are or will be at least 16 years of age by Dec. 31, 2009, you are eligible to apply for CIT Camp.

Previous Experience: List previous experiences as a camper and/or leadership position in a similar program. Please note where and when:

Special Talents/Skills (1 check ✓ to indicate experience; 2 checks ✓✓ to indicate ability to lead):

Bible Study _____ Crafts _____ Discussion Leading _____ Drama _____ Dance _____
 Faith Journey Discussion _____ First Aid _____ Game Leading _____ Nature _____ Song Leading _____
 Sports _____ Story Telling _____ *Water Safety _____ Worship _____
 Musical Instrument (name of instrument[s]) _____

Other Specialties: _____

***If you are a certified lifeguard and willing to serve in that role at camp, please submit a copy of your certification with this application.**

Complete instructions on two pages of this application and return them with your one-page essay by May 1, 2009 to:

Rev. Sara J. Steenhouse, Director of Outdoor Ministries
21425 Birch St., Hayward CA 94541 (May also be faxed to 510-247-8992).

For Office Use:

	RECEIVED	RESPONSE
Application		
Ref. Letter #1		
Ref. Letter #2		

On a separate sheet of paper, please write a one-page essay, responding to the following questions.

1. In what settings have you worked with elementary school aged children in the past?
2. **Why** are you interested in serving as a Counselor in Training?
3. Please describe your **experiences and training** which would make you a good camp staff person.
4. Describe your current **involvement in a local church**.
5. How can you contribute in the camp setting to **helping others** in the Christian community **grow in faith**?
6. Is there **anything else** we should know about you that will help in reviewing your application?

Please have two Reference Response Forms completed and mailed to Rev. Sara J. Steenhouse by May 1, 2009 at the conference office. Reference respondents should be:

1) A member of the pastoral staff at your church; 2) An adult (other than your parent) who is familiar with your character, interests and skills. Make sure your name is on the form before giving it to the person writing the reference. It is helpful to provide a stamped/addressed envelope to your reference respondents along with the reference form.

Your reference respondents:

Name _____ Address _____ Phone _____
Name _____ Address _____ Phone _____

CIT CAMP STAFF COVENANT

The information on this application form is correct.

In my work on the staff of an NCNCUCC summer camp, I promise that I will not offend or discriminate against any person because of race, color, national origin, sex, age, affectional or sexual orientation, marital status, or physical handicap.

I have never been terminated from any employment or volunteer activity because I attempted or actually engaged in sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; or drug- or alcohol-related activities. I have never terminated any employment or volunteer activity to avoid facing charges of any conduct named above. I have never been accused of any of these activities. If I have been, I have explained fully on an attached page.

I have reviewed the summary of policies of the Conference camping program, and I agree to abide by and uphold these policies.

I promise to uphold the principles of the Philosophy of the Outdoor Ministries Program and the spirit of the Camp Policies to the best of my ability during camp, in relation to all activities involving camp, and throughout my relationship with the camping program.

Signed Printed Name Today's Date

PARENT PERMISSION: As custodial parent/legal guardian of the above named applicant, I hereby give permission for my daughter/son to participate in all the training activities of the NCNC Counselor-in-Training program, and for her/him to attend CIT Camp at Camp Cazadero, July 5-11, 2009.

Print Name: _____ Signature: _____

2009 Reference Response Form

To be completed by applicant:

Name of Applicant: _____

Dear Respondent:

Thank you for completing this Reference Response Form. The information you and others provide will be used to determine the appropriateness of this applicant as a Counselor-in-Training with the Northern California/Nevada Conference, United Church of Christ. **Please note that the applicant who asked you to complete this form is depending on you to submit it by the May 1, 2009 deadline.** Please feel free to use the back of this sheet or to attach additional sheets of paper if necessary. Your response will be kept confidential within the Director of Outdoor Ministries and the 2009 summer camp directors.

Sincerely yours,

Sara J. Steenhouse, Director of Outdoor Ministries, NCNC UCC

To be completed by person giving reference:

Your Name: _____

Street Address: _____

City/State/Zip: _____

Home Phone Number: _____ Work Phone Number: _____

E-mail Address: _____

How long have you know the applicant? _____

In what capacity?

What strengths does the applicant bring to the task of relating to children in the camp setting?

What challenges will the applicant have as a camp staff person?

Do you know of any reason the applicant should not be on camp staff? Please explain.

Other comments:

May we contact you if further information is needed? _____ Yes _____ No

Your signature: _____ Date: _____

PLEASE BE SURE THAT THE NAME OF THE APPLICANT IS PRINTED AT THE TOP OF THIS PAGE IN THE SPACE PROVIDED.

Please return this form directly to: Rev. Sara J. Steenhouse, Director of Outdoor Ministries, NCNCUCC, 21425 Birch St., Hayward CA 94541.

You may fax it to 510-247-8992. For information, call 510-918-0751.

Northern California/Nevada Conference
United Church of Christ

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Sincerely yours,

Sara J. Steenhouse, Director of Outdoor Ministries, NCNC UCC

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