

2026

# Counselor in Training Program

Application and Information



The Counselor in Training (CIT) program is designed for students entering 7th through 10th grade and plays an essential role in the YMCA's 2026 Summer Camp. CITs support YMCA staff with daily camp operations, including activities, arts and crafts, games, meals, and maintaining a clean and safe environment. They assist in supervising campers in Kindergarten through 3rd grade and are expected to model positive behavior, responsibility, and leadership.

The program focuses on developing leadership and life skills, such as respect, responsibility, honesty, and caring. CITs are placed in meaningful leadership roles, serving as role models to both campers and peers, while also participating in community service projects. The experience is designed to be engaging and fun, while helping participants grow personally and prepare for future opportunities.

Applicants complete an application, provide references, and participate in an interview, giving them valuable real-world experience in professionalism and job readiness. The YMCA's 2026 Summer Camp depends on the dedication and enthusiasm of its CITs to help create a positive, successful, and memorable summer for everyone involved.

Joshua Ferguson  
CIT Coordinator

## **Program Fees:**

The CIT program is \$300.00, whether you attend one week or all eleven weeks. We strongly encourage all CITs to plan on attending for a minimum of five weeks.

The fee is due **before** the first day of camp. If you need to make a special payment arrangement, you **must** do this before the first day of camp. If payment is not made, your child will not be able to attend

### **Counselor in Training**

***(The deadline to turn in completed application and reference forms is March 30th)***

## Application Form

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

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City	State	Zip Code
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Age                      Date of Birth                      School Attended

Grade Completed 2026-2027 school year

Shirt Size (circle) YM YL AS AM AL AXL

## Related Childcare Experience

### Special Interests, Hobbies or Talents

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Please indicate any special medical information or condition that may be helpful to know in the event of an emergency

Parents Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Parents Phone \_\_\_\_\_  
Home Cell Work  
Parent Email \_\_\_\_\_

**Swimming/Field Trip Release: to be signed by parent/guardian**

I give my child \_\_\_\_\_, permission to participate in recreational swimming and field trips/Community Service trips while participating at the Y Camp programs of 2026. My child's swimming ability can be defined as:

## **NONE**                    **LIMITED**                    **ADVANCED**

Parent/Guardian Signature:

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Date: \_\_\_\_\_

I, \_\_\_\_\_, agree to serve, if accepted, as a Counselor in Training with the Y Camp Summer Program during the following weeks: *(Please mark the weeks that you **will be available** to work as a CIT).*

May 26- May 29	_____	July 6-10	_____
June 1-5	_____	July 13-17	_____
June 8-12	_____	July 21-24	_____
June 15-19	_____	July 27-July 31	_____
June 22-26	_____	Aug 3-7	_____
June 29-July 3	_____	Aug 10-14	_____

The weeks selected may affect acceptance in the program. (Excessive absenteeism from weeks you have obligated to work may result in termination from the program unless prior approval is received. *This will be at the parents' expense.*)

I understand the completion of the application for the Summer Counselor in Training program or acceptance in previous summers does NOT automatically assure me a position in this program for 2026.

\_\_\_\_\_  
Counselor in Training Applicant Date: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_

*Reminder: Completed applications and reference forms are due to the Knowles YMCA Child Care office no later than 5:00 pm on March 30th.*

***To be completed by Counselor in Training applicant:***

Please answer the following questions completely and carefully. The answers you give will directly affect your acceptance and placement. You are welcome to use the back of this page or another piece of paper if needed.

1. How will you help create a welcoming, inclusive, and safe environment for all campers?
2. Why is building positive relationships with campers, staff, and other CITs important at camp?
3. How would you help a camper feel included if they seem left out?
4. How will you work as part of a team to support counselors and ensure camp runs smoothly?
5. Describe how you would handle a disagreement with another CIT or staff member respectfully.
6. What does being dependable and prepared look like for you as a CIT?
7. How will you follow directions and safety rules, even during busy or challenging moments?
8. How can you be a positive role model for younger campers through your actions and attitude?
9. How would you respond if a camper is struggling emotionally or behaviorally?
10. What do you hope to learn or improve about yourself through the CIT program this summer?

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Do These Things**

- Be kind and respectful to parents, staff, campers, and all YMCA members.
- Dress in clothes that are appropriate for camp activities.
- Wear your CIT shirt on field trip days and on Mondays and Fridays.
- Listen carefully and follow directions from camp staff.
- Help with games, activities, and spending time with the kids.
- Help keep the camp clean by helping with clean-up when needed.
- Read to children when asked.
- Help with small jobs or errands when staff ask.
- Stay with your assigned camp group at all times.
- Talk to the CIT Director if you have questions, problems, or concerns.
- Tell a staff member right away if you see something that could be unsafe.
- Have fun and be a positive role model!

### **Do Not Do These Things**

- Do not gossip or spread rumors.
- Do not talk about your personal problems in front of campers.
- Do not roughhouse or play too hard with campers.
- Do not go into the bathroom with campers.
- Do not use slang or words that are inappropriate or hurtful.
- Do not say mean or negative things about campers, parents, staff, or camp.
- Do not tease, bully, or leave anyone out.

- Do not give campers medicine.
- Do not handle discipline problems—get a staff member instead.

### **Counselor in Training Program Overview**

To be considered for the CIT program, you must turn in the following no later than March 30<sup>th</sup>.

1. Completed Application
2. Two References (forms are included)
3. This form is signed by you and your parent/guardian

After receiving and reviewing the above items, a date and time for an interview will be scheduled.

### **CIT Program Expectations**

#### **Attire:**

CITs must wear their camp shirts on field trip days and Fridays. Clothing should be appropriate for an active camp environment: midsections must be covered, only pants or shorts are allowed (no skirts), and footwear must be tennis shoes or sandals with straps.

#### **Hours & Attendance:**

CITs may arrive no earlier than **7:00 AM** and must be picked up by **5:30 PM**. Camp assignments are given weekly, and CITs must remain with their assigned camp at all times unless permitted to leave. Wandering may result in warnings or dismissal from the program.

#### **Training:**

CIT Training will be announced at a later date.

#### **Bathrooms & Facility Use:**

CITs may not enter restroom stalls with campers. When using public YMCA restrooms, CITs must be respectful and must not disturb members' personal belongings.

#### **Language & Behavior:**

Inappropriate or offensive language, including slang, is not allowed. CITs are expected to communicate respectfully at all times.

#### **Meals:**

CITs will be provided with a daily lunch and snack, but may bring their own if preferred.

**Insurance:**

CITs are not YMCA employees and are not covered by YMCA health, liability, or workers' compensation insurance.

**Responsibilities & Activities:**

CITs are expected to assist wherever assigned, follow directions, maintain a positive attitude, and be willing to go above and beyond to support smooth camp operations.

**Discipline & Termination:**

Unacceptable behavior will result in a verbal warning, followed by a written warning, and then dismissal if issues continue. No refunds will be issued upon dismissal.

**Schedule Changes:**

Any cancellations, additions, or week changes must be communicated to Josh Ferguson at least **one week in advance**.

**Community Service:**

CITs will participate in off-site community service projects within Jefferson City. Transportation will be provided, and projects are designed to promote leadership and community involvement.

**FOR COUNSELOR IN TRAINING APPLICANT**

I have read the DO's and DON'TS of the CIT program and the overview of the program. I understand that if I am accepted to the CIT program, I will perform the duties expected of me to the best of my ability. If my work performance or behavior is deemed unacceptable, I understand that my participation in the program can be terminated at any time at the cost of my parent/guardian.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR PARENT/GUARDIAN**

I have reviewed the CIT materials and understand what is expected of my child. I agree to all terms and conditions of the CIT program. I permit my child to participate in the CIT program at the Y for the summer of 2026. I understand that all CIT fees paid are nonrefundable and nontransferable.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**LIABILITY RELEASE**

I, the undersigned, request permission for \_\_\_\_\_ (child's name) to enter the Jefferson City Area YMCA (hereinafter the YMCA) school-age programs and to participate in the YMCA activities associated with the program. I know and assume all risks related to the participation in such activities, where such risks arise on or off the YMCA premises. In consideration of the permission granted to enter the YMCA program premises, I release and discharge the owners, operators, and sponsors, as well as all other persons in any way related to the YMCA, for claims, demands, damage actions, and cause of action (present or future, whether known or unknown, anticipated or unanticipated) for any and all personal damages to my property relating to my presence on the YMCA premises and/participation in any YMCA activity. I certify that I am 18 years of age and that my participation in the YMCA activities is voluntary. I give consent for my child to be photographed, videotaped, or to appear in local newspaper articles or other local media.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Counselor in Training Personal Reference Form**

To be filled out by a Current or Past Teacher, Pastor, or other adult in a leadership position  
(Not to be filled out by any relative)

All information is confidential and will not be shared with the applicant. The information contained will only be used to determine eligibility for the Counselor in Training program for the YMCA Summer Camp CIT Program. Please use as much additional paper as needed to fully answer the questions. Thank you for your time. **Please return no later than March 30th.**

Completed forms can be sent by mail, fax, or email to:

**Joshua Ferguson**

**Jefferson City Area YMCA**

**PO Box 104176**

**Jefferson City, MO 65101**

**Phone: 761-0716**

**Fax: 761-3552**

**Email: [jferguson@jcymca.org](mailto:jferguson@jcymca.org)**

### **1. How long have you known the applicant? In what capacity?**

**Length of Time Known:**

- Less than 6 months
- 6–12 months
- 1–2 years
- 3–5 years
- More than 5 years

**Capacity in Which You Know the Applicant:**

- Teacher / Educator
- Coach / Program Leader
- Employer / Supervisor
- Church / Volunteer Leader
- Family Friend
- Personal / Family Relationship
- Other: \_\_\_\_\_

### **2. Do you think the applicant has the maturity to assist in caring for children in a recreational setting with some adult guidance and supervision?**

- Highly Mature – Consistently demonstrates strong responsibility and sound judgment
- Mature – Generally responsible and dependable with supervision
- Somewhat Mature – Shows potential but may need frequent guidance
- Needs Significant Supervision – May struggle with responsibility
- Do Not Recommend for This Setting

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3. Do you think the applicant would serve as a positive role model for youth in the YMCA summer camp program and to peers in the CIT program?

- Highly Recommend – Excellent role model for both youth and peers
- Recommend – Positive influence in most situations
- Recommend with Reservations – May need growth in certain areas
- Do Not Recommend as a Role Model

**4. Would you personally be happy to have your own child under this person's direct care and influence?**

- Absolutely – I would feel completely confident
- Yes – I would feel comfortable overall
- Possibly – With appropriate supervision
- Uncertain
- No – I would not feel comfortable

## 5. What else should I know about the applicant?

CIT Applicants Name: \_\_\_\_\_

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

### Title/Job

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