



## City of Largo Counselor in Training (CIT) Program

Summer 2023

Thank you for your interest in the City of Largo's Counselor in Training (CIT) Program. This program is for teenagers that have completed grades 6-12, who love working with children, developing essential leadership skills, and aiding in creating a fun camp environment for everyone. Teens that have completed grades 8-12 will be given priority over younger applicants. This program is designed to provide teenagers with a real camp counselor experience assisting with City of Largo Summer Camps. Teens will develop essential leadership skills, learn how to work with children, and most importantly have fun. Teens will also learn life skills that will aid in the next steps of their education and career path. Possible topics that will be covered are job selection, interview skills, budgeting, social skills, and creating a resume. Participants can earn volunteer hours that meet the qualifications for Bright Futures through the Pinellas County Schools and other extracurricular school groups requiring volunteer hours. All hours will be documented and completion certificates with total volunteer hours will be given at the end of summer.

### How Do I Apply and When Can I Expect Communication Afterward?

- Part One: Application (Please use blue/black ink only)
  - General background questions- Help us get to know you.
  - Availability and Placement Options
- Part Two: Discuss your own experiences with children and leadership. Complete one or two short answer questions. Be as detailed as possible.
- Part Three: List two references who can recommend you for this program. A Family member cannot be a reference.
- Return completed application in person by Tuesday, February 28 (Incomplete and/or late applications will not be accepted).
  
- The CIT Coordinator will then review your application and contact you about an virtual interview approximately a week after application submission. Virtual Interviews will be held the week of March 6-10, 2023.
- The role you are applying for requires a minimum commitment of 3 weeks, Monday-Friday, 9am-4pm and has a mandatory formal virtual interview, a one day working trial day during Spring Break Camp and a training. You must be available to complete all three phases to be considered for the summer CIT position. If you are accepted for the program, there will be a registration fee based on residency and a membership is required. If you have any questions, please email Megan Cox at [mcox@largo.com](mailto:mcox@largo.com).

Largo Resident: \$220

Non Largo Resident: \$268

### Mandatory Steps/Dates (Please keep this page for your records):

**Application Deadline:** Tuesday, February 28, 2023

**Mandatory Virtual Interview:** March 6-10, 2023

**Mandatory One Day Trial Period:** March 13-17 or April 7, 9a-4p

**Mandatory CIT Training:** Southwest- May 17, 2023 or Highland- May 18, 2023, 6-8p

**Program Registration Fee Due Date:** May 21, 2022 (Membership Required)



## City of Largo Counselor In Training (CIT) Application Part One

Name: \_\_\_\_\_

Participant's Email Address: \_\_\_\_\_

Participant's Cell Phone Number: \_\_\_\_\_

Grade Entering in Fall 2023: \_\_\_\_\_

School Attending in Fall 2023: \_\_\_\_\_

Primary Address: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Parent Home/Cell Number: \_\_\_\_\_

Parent/Guardian Email Address: \_\_\_\_\_

### Consecutive week availability prioritized

Preference (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> )	Site	Program	Availability (Please mark all available weeks- min 3 or more)									
			5/30- 6/2	6/5- 6/9	6/12- 6/16	6/19- 6/23	6/26- 6/30	7/3- 7/7	7/10- 7/14	7/17- 7/21	7/24- 7/28	7/31- 8/4
	HC	Cool Kids										
	HC	Preschool										
	HC	Playworld										
	SW	Kid City										
	SW	Preschool										

**Program Descriptions:**

**Cool Kids:** Highland Recreation Complex, 400 Highland Ave - Completed Grades K-5th

**Highland Preschool:** Highland Recreation Complex, 400 Highland Ave – Ages 3-5 years

**Highland Playworld:** Highland Recreation Complex, 400 Highland Ave – Varies

**Kid City:** Southwest Recreation Complex, 13120 Vonn Rd – Completed Grades K-5th

**Southwest Preschool:** Southwest Recreation Complex, 13120 Vonn Rd – Ages 3-5 years

**By signing below I understand that regardless of my preference, I will be placed to meet camp site needs and City of Largo can not guarantee first choice for camp location site or week selection. I also understand that this CIT role requires a minimum commitment of 3 weeks this summer, Monday-Friday from 9a-4p and consecutive week availability will be prioritized.**

X \_\_\_\_\_  
Participant's Signature

X \_\_\_\_\_  
Parent Signature



## City of Largo Counselor In Training (CIT) Application Part One

Are you a member of the Largo Teen Volunteer Program?

What are your hobbies and interests?

What do you want to major and/or minor in (if you are attending college or a technical school)?

Please list any experience you have had working with children ages 3-12.

Please list any school clubs, extracurricular activities or sports of which you are a part of currently or have participated in the past?

What would you like to get out of the CIT Program? Give a brief explanation describing why this opportunity is important to you.

Were you a camper at Largo Recreation or any other facility? If so, how was your experience with camp counselors and teen leaders?

Please list any special training or certificates you have received (First Aid, CPR, Babysitting)



## **City of Largo Counselor In Training (CIT) Application Part Two**

If you have previously participated in the CIT program please complete the following questions otherwise please skip to Part Three.

1. How have you improved as a leader through the CIT program in the past, and how will you use those skills if you join the program again this summer?

2. Describe your favorite camp experience? It can be a field trip, theme, activity etc.



**City of Largo Counselor In Training (CIT) Application  
Part Three**

**Reference #1**

**To Be Complete By Applicant:**

Name of Reference: \_\_\_\_\_

Reference Phone Number: \_\_\_\_\_

Relationship to Reference (family members are excluded): \_\_\_\_\_

**To Be Completed By Reference and Returned with the Application:**

The above mentioned teen has applied as a Counselor In Training with the City of Largo Summer Camp and has asked that you provide a recommendation. Please answer questions honestly and constructively.

**1. How long and in what capacity have you known this teen applicant?**

**2. Below is a list of characteristics that CIT's refine throughout the summer program. Please read through them thoroughly and evaluate:**

- Public Speaking
- Modeling Core Values – behavior displays respect, responsibility, honesty and caring
- Initiative
- Enthusiasm
- Building Relationships – How well do they work with children

A. In what areas does this applicant excel?

B. In what areas does this applicant need to improve?

**3. Why should we choose this applicant for the Counselor In Training Program?**



**City of Largo Counselor In Training (CIT) Application  
Part Three**

**Reference #2**

**To Be Complete By Applicant:**

Name of Reference: \_\_\_\_\_

Reference Phone Number: \_\_\_\_\_

Relationship to Reference (family members are excluded): \_\_\_\_\_

**To Be Completed By Reference and Returned with the Application:**

The above mentioned teen has applied as a Counselor In Training with the City of Largo Summer Camp and has asked that you provide a recommendation. Please answer questions honestly and constructively.

**1. How long and in what capacity have you known this teen applicant?**

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