



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Hello LIT Parents/Guardians!

Thank you for your interest in our Day Camp Leaders in Training Program for the Geneva Lakes YMCA. We are very excited to have the opportunity to possibly work with your teen between the ages of 13-15 years in our program this summer. Please take the time to read through this letter and the following informational packet for a greater understanding of this program as a whole. A LIT Application can be found at the end of this packet.

Just to clarify some things about our program:

- **What is the Leader In Training (LIT) Program?** The LIT program is designed to train participants on how to work with children at camp and it teaches effective leadership skills that your child can use throughout their life.
- **What will my child learn as a LIT?** We teach communication skills, teamwork, how to set goals and achieve them, critical thinking, relationship development, confidence building, caring, respect, responsibility, organization, creativity, and how to handle conflicts and solve problems effectively all while increasing your teen's self-confidence.
- **How does my child become a LIT?** The LIT program is not for everyone. This program is for young people who are ready to work and play hard, and who demonstrate the ability to accept additional responsibilities, demonstrate the YMCA Core Values of Honesty, Caring, Respect and Responsibility as well as accept the many challenges of a leadership role. It is a great accomplishment for your LIT to have been selected for this summer.
- **How do I apply?** To apply to become a LIT, complete the application at the back of this packet return to the Front Desk. All applications are due no later than June 1st, 2019. Applicants new to the program will be interviewed and all those accepted to the LIT program will be notified of their acceptance. Spots are limited!
- **Minimum Hour Requirements:** In order to be considered for the LIT Program, you must be able to commit to a minimum of a full one-week session and selected youth must be in attendance at camp Monday-Friday 9:00am-4:00pm. The hours of camp are 7:00am-6:00pm, so LITs CAN remain longer than 9:00am-4:00pm.
- **Fees:** Upon acceptance into the LIT program, payment will be due in full 7 days prior to the session selected. The ability to select multiple LIT sessions may be available depending on capacity.

We are extremely excited for the upcoming summer and look forward to receiving your application. If you have other questions, comments, or concerns please feel free to contact. Thank you for your time and we look forward to meeting you!

Sincerely,

Jami Golz

Youth and Family Director



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LIT INFORMATION AND AGREEMENT PAGE

NOTE: This portion of the application must be read and signed by both the LIT applicant and by your parent/guardian. The LIT Program has been designed as a Job Training Program. It should be treated as employment and will be a valuable reference for those first jobs. The selection process includes:

- I. Application Packet: LIT Agreement Pages, LIT Application, Health History and Emergency Care Form and 2 completed references
- II. Interview
- III. Acceptance Invitation and Training to be a LIT for the summer

About the Leader in Training Program:

The LIT Program has been developed to teach important and effective leadership skills that can be used throughout life. It also trains participants how to positively work with children at camp and in many other settings. LITs must be eager, in good health and possess the ability to learn. Each LIT must enjoy working in an outdoor setting and must be able to work well with others under demanding and flexible conditions.

What skills will be taught?

LITs will be required to assist in an assigned area and help with all activities pertaining to that program or group. In order to effectively lead children, LITs must execute certain skills on a daily basis. These skills include communicating with children, with a special emphasis on listening and teaching positive behavior and values; handling undesired behavior and conflicts in positive ways; leading games and activities; teaching skills in sports, crafts, and other areas; presenting in front of small and large groups; earning and demonstrating respect towards others; and working cooperatively. Participants also learn how a camp operates, the role and duties of camp administrators and counselors, and how camp serves children.

How will these skills be taught?

This camp experience is about learning through active participation, experiential learning, coaching and mentoring. Other skill-based development activities include creating, planning, and presenting their own special events and programs to other campers and staff. Participants receive feedback from their mentors, complete self-evaluations, and keep a "Leadership Log" to actively reflect and grow from their experiences.



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What do they write about in their Leadership Log Reflections?

Leaders in Training reflect at least twice a week in their Leadership Reflections. Some sample questions include:

- **What did you notice about how we acted as a team today? What could we have done differently?**
- **Suppose someone who did not know you had visited the group and watched you all day today. How do you think he/she would describe you and how you acted? What have you learned from your mentor/lead counselor?**

The LIT Program is not for everyone.

This program is designed for young people who are ready to work and play hard, demonstrate ability to accept additional responsibilities and the challenges of leadership. Unfortunately, we have a limited number of spaces available so not all applicants will be accepted to the program.

What does a weekly schedule look like?

Every LIT must commit to a minimum of a full one-week session, Monday-Friday from 9:00am-4:00pm. Each week will generally consist of a variety of activities from crafts to active games. Reflection times will occur throughout the week, as well as field trips and swimming.

Red Flags

1. No drugs, alcohol, or tobacco products on YMCA property.
2. Act in a dignified and respectful manner towards members of the opposite sex. No Public Displays of Affection (PDA).
3. No "playing pranks."
4. No favoritism, bullying, being disrespectful, etc.
5. No electronics.



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Disciplinary Action:

If disciplinary action must be taken it will be taken in the following order.

1. First offense: Verbal warning and discussion with parent.
2. Second offense: Written warning sent home for parent to sign.
3. Third offense: Meeting with child and parent and possible dismissal from the program.

*The Camp Coordinator or Camp Director has the discretion to begin at any level of disciplinary action should the offense require a stricter consequence.

Specific Responsibilities of LITs include:

1. Work with a group or in an assigned area, with the guidance of a Camp Leader.
3. Carry out assigned tasks given by Camp Coordinator and/or supervising Camp Leader.
4. Treat all campers equally.
5. Evaluate LIT role with Camp Coordinator.
6. Be responsible for all day camp property, equipment, tools, etc. relevant for the assigned area/task.

The LIT Program has been established as a youth leadership training opportunity and to help with camp operations. LITs participate in the full camp program.

LIT APPLICANT SIGNATURE

I have read the above responsibilities and agree to take responsibility for being a LIT.

Date

Signature of LIT Applicant



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PARENT/GUARDIAN SIGNATURE

I approve this application and certify that the applicant is capable of such an experience. I agree to pay the full LIT Fees in full upon my child's acceptance into the LIT program. No refunds will be given unless this program is cancelled by the YMCA or a doctor's authorized medical reason has been given. I understand that no refunds will be given if the child leaves early because of homesickness or disruptive behavior as determined by the Camp Coordinator.

By signing this form, I certify approval of good health of the camper, and, in the event that I cannot be reached in an emergency, authorize the YMCA Staff/Volunteers to render first aid; give permission to the physician selected by the Geneva Lakes YMCA to hospitalize, secure proper treatment for and to order injections, and anesthesia or

surgery for my child as named above. Prudent attempts will be made to contact the parent/guardian immediately. I understand in signing this form, I agree to release the Geneva Lakes YMCA from any liability for the risks of illness, accidents or injury. I grant permission for the applicant to participate in all planned camp activities, including walking field trips. The Geneva Lakes YMCA is not responsible for lost, stolen or damaged personal articles. Permission is also given to use any video or photographs that my child may be in for future YMCA promotions. I agree to waive any claims against the YMCA and its members and volunteers to injuries or damages that may result from the conduct of other persons, including participants in the YMCA programs. I understand that the Geneva Lakes YMCA reserves the right to withdraw a child from the program, at the YMCA's discretion, if the enrollment of the child negatively affects the integrity of the program and/or the YMCA's legal obligations through and under the Division of Children and Family Services (DCF-252). I understand that a copy of the WI rules for Licensed Day Camps and the Day Camp Policy Handbook area available for my review. I feel that my son/daughter has the maturity, responsibility and dedication to be a LIT. I hereby acknowledge reading this entire application, including the section completed by my son/daughter and confirm that all information is true and correct. I agree to all of the terms of this program including days, times and fees. I understand that failure to comply with these policies will result in probation and then dismissal from the program.

Date

Parent/Guardian's Signature

Should you have any additional questions or concerns about this program, please do not hesitate to contact Jami Golz @ (262)248-6211 ext. 26 or jami.golz@qlymca.org. Thank you for your interest in this program and I look forward to seeing your application!



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2019- Leader in Training Application

APPLICATION DEADLINE: June 1st 2019

Full Name: _____

Male/Female: ____ Date: ____ Address: _____

Phone: _____

Date of Birth: ____ Age: ____ Grade: ____ School: _____

Email: _____

- **NEW!!** Extended Care at LGMS. June 17th thru July 11th. Call for details!
- One week per child due to limited space.

CIRCLE IF YOU HAVE BEEN A MEMBER OR PARTICIPATED IN ANY OF THE FOLLOWING ACTIVITIES: ♦ Girl/Boy Scouts ♦ Band or Choir ♦ YMCA Leaders Club ♦ Student Council ♦ Day Camp ♦ Resident/Overnight Camp ♦ Fundraisers ♦ Drama ♦ Dance Lessons ♦ Sports ♦ Church Youth Group ♦ Honor Society ♦ Photography ♦ Yearbook/Journalism

List any other clubs or organizations that you have participated in:

PLEASE EXPLAIN THE EXPERIENCES YOU HAVE HAD WITH CHILDREN AGES 4 – 12 (ex: Babysitting, Brothers/Sister, Neighbors):

Do you feel comfortable leading a song or game in front of a large group?

What leadership activities have you participated in previously?



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Why do you want to become a Leader In Training?

What do you think it means to be a leader?

Why do you think you will be a good leader?

What is an accomplishment you are most proud of?

In what positive way would you most like to change as a person?

REFERENCES

Please contact at least two references and have them complete the attached reference form. Completed references must be included with application packet; references cannot be a relative or friend (examples of references can include: coach, teacher, group organization leaders, etc.)

Name: _____ Phone: _____

Relationship (example: teacher, coach, etc.): _____

Name: _____ Phone: _____

Relationship (example: teacher, coach, etc.): _____

Return the following information completed to the address listed below:

- A. LIT Agreement Page
- B. LIT Application
- C. At least Two Completed References
- D. Completed Health History and Emergency Care Plan

Return to: Geneva Lakes YMCA; Attention Jami Golz-Youth and Family Director



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**Geneva Lakes YMCA
Leader In Training Reference Form**

Name of Applicant: _____

Release of Information: I hereby authorize _____ to release all information on me regarding my suitability for enrollment into the Leaders in Training (LIT) Program in the Geneva Lakes YMCA Summer Day Camp Program

Signature of Applicant Date

The Leaders In Training (LIT) Program is designed to train participants on how to work with children at camp and further teaches effective leadership skills such as teambuilding, communication, professionalism, responsibility, respect critical thinking, relationship development, confidence building, and goal setting. Our goal is to develop the self-esteem of each child that attends camp

1. What is your relationship to the applicant?

2. How long have you known the applicant?

3. If the candidate has worked for you:

What position did he/she hold?

Would you rehire the applicant? If not, please explain why.

4. Please describe the overall work performance of the applicant.

5. Please describe how the applicant interacts with his/her peers.

6. Would you recommend the applicant for the position of Leaders in Training?

7. Please list and describe some of the candidate's strengths.

8. Please list and describe a few areas where the candidate can improve.

9. Please check the box that best describes the applicant in regards to:

	Excellent	Good	Fair	Poor
Adaptability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resourcefulness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enthusiasm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of Humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Additional comments:

Please return this form to the Leaders in Training Applicant to be submitted with his/her Leaders in Training Application Packet. Thank you for taking the time to help us build strong kids, strong families and strong communities!

Reference Signature

Date