



YOUTH CIT/VOLUNTEER - APPLICATION AND PARENT PERMISSION FORM- 2018

(Please complete this application in its entirety and return before May 29)

Both PARENT and YOUTH need to fill out this contract giving permission to serve in the volunteer capacity of Counselor In Training, Waterfront Aid or Specialist Assistant

This contract is between Camp Fire Sandusky County and _____ who will serve as a
(Print Name of youth)
volunteer at one or more of the various day camps in the capacity of CIT, TRIBE LEADER, WATERFRONT or SPECIALIST AID.

_____ My child will be attending the CIT/Waterfront/Tribe Leader Training that will be held: **June 7 & 8 from 8:30-4:30pm.** I understand this training is an annual requirement. A training session fee of \$ 25 will be provided to my child this year. This fee will include First Aid & CPR certification, an annual Camp Fire membership, and lunch for both days of the training. Youth are to bring a drink, swimsuit, tennis shoes, towel, sunscreen, and bug spray.

_____ My child cannot attend the June 7th & 8th session, he/she can attend the make up session **June 13th 1:00 p.m. – 3:00 p.m.**, but this may restrict the volunteer positions he/she may hold, he/she will not be certified in First Aid & CPR and cannot be a Tribe Leader.

If youth are interested in attending the **Jr. High/Teens in Action Camp, July 17th & 18th** (7th-12th graders ages 13-18) Tues-Wed 9-4:30 a parent/guardian must register each youth on separate camp registration form. Cost for CIT's is \$25 to attend. My child is available to volunteer at the following camp(s). I understand that **he/she will be contacted** for the exact sessions in which their help is needed and provided their job description (see attached form for job descriptions). **A limited number of volunteers are needed for the specialty camps and not everyone who signs up will be needed.** Each volunteer must be at camp at least 30 minutes before camp begins and stay 15 minutes after camp ends or until all of the campers have gone home.

Please mark below which camps your child is available:

For which Traditional Camp are you available?

_____ Session 1 – June 18-29, 2018 8:30 – 4:45
for K-6th graders ages 5-13) Mon – Fri
15-20 CIT for this camp needed

_____ Session 2 - July 23-27, 2018 8:30 – 4:45
for K-6th graders ages 5-13, Mon – Fri
15-20 CIT for this camp needed

Additional camps:

- _____ Dr Seuss Camp June 11, Monday 8:30 a.m. – 4:45 p.m.(for K-6th graders ages 5-8, 2-3 CIT needed)
- _____ Art Camp June 13-14, 8:30 a.m. – 4:45 p.m. (for 3rd-6th graders ages 9-12, 2-3 CIT needed)
- _____ STEM Camp July 9-10, 8:30 a.m. – 4:45 p.m.(for 3rd-6th graders ages 9-12, 2-3 CIT needed)
- _____ Mini STEM Camp July 12, 8:30 a.m. – 4:45 p.m. (for K-2nd graders ages 5-8, 2-3 CIT needed)
- _____ Diva Camp July 20, 8:30-4:45 pm (for K-2nd graders ages 5-8, 2-3 CIT needed)
- _____ Zootopia July 31, 8:30-4:45pm (for K-2nd graders ages 5-8, 2-3 CIT for this camp needed)
- _____ Around the World Camp August 6-7, 8:30-4:45pm (for 3rd-6th graders ages 9-12, 2-3 CIT for this camp needed)
- _____ Who Done It Camp August 9-10, 8:30-4:45pm (for 3rd-6th graders ages 9-12, 2-3 CIT for this camp needed)
- _____ Survivor Camp August 14-15, 8:30-4:45pm (for 3rd-6th graders ages 9-12 2-3 CIT for this camp needed)

DEMOGRAPHICS Completing this information correctly helps Camp Fire seek & receive funding. All information will be kept confidential.

Youth Name: _____ Gender: Boy Girl Birth date ____/____/____
(m/d/yr)

Address: _____ Zip: _____ County: _____ Age: _____ Shirt Size: _____
First Middle Last

Youth Phone # _____ E-mail Address: _____ Grade in fall 2018 _____

CURRENT CERTIFICATIONS – include expiration date in space provided

- Lifeguard Training _____
- First Aid & Safety _____
- Other: _____

CAMP SKILLS Please place a + by those skills you can do, two ++ by those you can lead or teach.

Archery _____	Singing _____	Arts & Crafts _____
Games _____	Knots _____	Canoeing _____
Compass _____	Nature Activities _____	Swimming _____
Fire Building _____	Outdoor Cooking _____	Fishing _____
Woodworking _____	Photography _____	

Youth's ethnicity ___ Caucasian (White) ___ American Indian ___ Multi-racial ___ African/American ___ Asian ___ Hispanic/Latino
Status of Head of Household: ___ Married (two parent) ___ Single Parent ___ Partnership ___ Guardianship ___ Foster Parent

PARENT/GUARDIAN INFORMATION – Print all information

Parent/Guardian 1 (Primary): Relationship to youth: _____

Name: _____ Employer: _____ Work phone: _____ Email: _____

Address: _____ City/State/Zip: _____ Home/Cell Phone _____

Parent/Guardian 2: Relationship to youth : _____

Name: _____ Employer: _____ Work phone: _____ Email: _____

Address: _____ City/State/Zip: _____ Home/Cell Phone _____

LOCAL EMERGENCY CONTACTS – OTHER than parents/guardians – Print all information

Name 1: _____ Phone #: _____ Relationship to youth: _____

Name 2: _____ Phone #: _____ Relationship to youth: _____

HEALTH INFORMATION – Print all information. All information will be kept confidential.

Medical Insurance Carrier _____ Medical Insurance ID _____

Doctor's Name _____ Doctor's Phone _____

Allergies (list all allergies to food, plants, medication etc plus REACTION and TREATMENT)

My child's shots are up to date: ___ Yes ___ No Date of last Tetanus shot: _____

Describe/check all special conditions which apply:

ADHD Asthma Diabetes Hearing Impaired Physical impairments
 Heart Type 1 Type 2 Other: _____ or mobility limitations

Please list any concerns or support with regards to these conditions on the back of page 3 and turn in with this application.

(Page 2 of 3: Additional information on the next page must be completed)

I hereby give permission to the medical personnel selected by the camp director to dispense medications, including the following over the counter medications (**circle items NOT allowed to dispense**):

1% Hydrocortisone cream Band-Aids	Ibuprofen Sunscreen	Insect Repellent	Antibiotic Ointment	Tylenol
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Medications (list everything the child is taking – please use additional paper if needed)

Medication	Dosage	Will this be given at Camp (yes/no)
_____	_____	_____
_____	_____	_____

My child (or ward) has permission to participate in the camp activities and trips during the session(s) and program(s) for which he/she is enrolled. I understand that camp activities have inherent risks, and that reasonable measures will be taken to safeguard the health and safety of all participants. I will assure that my child is properly prepared for all activities including having proper clothing and equipment, a packed lunch, being in good health, willing and able to participate in camp activities, and willing and able to abide by camp policies and follow directions of camp personnel. I understand and agree to cooperate with all regulations and procedures, and I waive any claims against Camp Fire USA, except for claims arising from gross negligence or willful acts of the organization or its agents that may arise from participation in the activities of the organization.

I understand the duties that my child will be asked to perform and I am aware of the responsibility that goes with those duties. My child has my permission to carry out such and I will not hold Camp Fire Sandusky County, or its agents, responsible for accident of injury to my child while she/he is a volunteer at day camp. I understand that the use of cell phones or electronic devices will not be allowed during camp sessions.

If necessary, my child has permission to travel by vehicle to the Canoe launch site on the Sandusky River. My child also has permission to travel by vehicle to Camp Fire Sandusky County from the banks of the Sandusky River, if assisting with the annual tube float.

I understand that I will be notified as soon as possible in case of any emergency, unusual illness or injury affecting my child. In the event I cannot be reached, I hereby authorize the alternate contact people to act on my behalf, and authorize the camp to contact a physician to provide whatever medical or surgical treatment is necessary. I accept responsibility for the cost of such medical treatments. I have provided a complete picture of my child’s physical, emotional and mental health, including all medications, on this registration form, and will provide (on the first day of camp) updated health information on the form provided by Camp Fire Sandusky County. I will assure that my child will not bring valuables, money, electronic items, weapons, alcohol or illegal drugs to camp. I will monitor my child’s use and distribution of any photos taken at camp to assure that they are not used inappropriately nor posted on the Internet. In the event that my child (or ward) is photographed, filmed or recorded while participating in Camp Fire activities, Camp Fire Sandusky County or other partnering organization approved by Camp Fire may use the photo, film or recording for publicity, promotional or instructional purposes. I waive any rights for royalties or for compensation arising from the use of the photographs. Camp Fire will not disclose the names of campers or youth in any of their promotional materials including on the website.

Youth Volunteers will need the following items:

- **Tennis Shoes must be worn all day** – Open toe or sandals can be worn to and from boating and swimming only
- A Sack lunch each day, one that does not need refrigeration or cooking
- Swimsuit, towel, sunscreen and hat (to protect from the sun)
- Bug Repellent
- \$ Money to purchase extra snacks and soda (optional)
- Sweatshirts or jackets for cool weather
- **Youth will NOT** be allowed to leave property to buy lunch (Subway, etc)
- **Use of Electronic Devices, including cell phones is prohibited during camp hours. Youth will have limited windows to make phone calls and take messages**

I have read, understand and accept all of the terms and conditions set forth in this application/enrollment agreement.

Parent/Guardian Signature

Youth Volunteer Signature

Return to Camp Fire Sandusky County, 2100 Baker Road, Fremont, OH **BEFORE May 29th**

Return completed application to:
Camp Fire, Camp Director
2100 Baker Road, Fremont OH 43420 fax 419-332-9581
A United Way Member Agency

CIT Job Descriptions
Please review and ensure you qualify for each position

Counselor In Training- CIT

General Description

Counselors In Training (CIT's) are generally 13-18 years old.

All CIT applicants should be interested in working with children and possess maturity, flexibility, a strong work ethic, and the ability to have fun.

Applicants should be a minimum age of 13. The program fee for CIT training will be \$ 25.00 and includes the cost for First Aid & CPR certification and lunch (this cost is covered by a donor this year). All CIT's and lead counselors must go through a 2 day training every year. The goal of the program is to develop leadership skills that you can use throughout life and to help others and yourself identify and achieve goals. We help to develop your skills in leading and teaching children.

CIT programs teach management and leadership skills and can provide basic training in such skills as first aid, group leadership, time management, and a variety of outdoor skills. CIT programs can lead to leadership opportunities at school, in extracurricular activities and at future jobs.

CITs assist in the administration of the program and in the execution of camp logistics such as, drop-off, pick-up and equipment set up and take down. CIT's will also help with the following activities: welcoming campers; participating in planning and implementation of the Camp rules, Camp cleanups, and other special activities.

Responsibilities With Campers

The CIT's will be subject to the same code of behavior and policies as regular program staff and will participate in all aspects of camp life. Under the supervision of a senior counselor they will:

- Make the camp a fun place to be, helping to devise and plan games and activities.
- Help provide a safe and supportive atmosphere for campers
- Help campers resolve conflicts

CIT's will always work with a Lead Counselor.

CIT's will work with the Camp Director and other Campfire leadership to learn the basics of child development, programming, and supervision procedures and policies, etc.

CIT's will work with staff to develop and co-lead camp activities or games.

CIT's will participate in informal and formal activities with campers.

Based on the CIT Job Description the youth/volunteer named in this form qualifies?

yes no

Lead Counselor/Tribe Leader

General Description:

Lead Counselors are generally 14-18 years old, with a minimum of one year experience as a CIT.

All applicants should be interested in working with children and possess maturity, flexibility, a strong work ethic, and the ability to have fun. As Lead counselor you will be responsible for the emotional, mental, and physical safety of a group of children in your Tribe.

Applicants should be a minimum age of 15 and has been a CIT for a year of summer camp. All lead counselors and CIT's must go through a 2 day training every year. The program fee for CIT training will be \$ 25.00 and includes the cost for First Aid & CPR certification and lunch (this cost is covered by a donor this year). The goal of the program is to develop leadership skills that you can use throughout life and to help others and yourself identify and achieve goals. We help to develop your skills in leading and teaching children.

The Lead counselor will be subject to the same code of behavior and policies as regular program staff and will participate in all aspects of camp life. Under the supervision of the camp director they will:

Organize and lead a variety of small and large group activities. Activities may include crafts, nature, songs, games, opening and closing ceremonies, swimming, archery, canoeing, hiking, family night, etc.

Identify and respond to camper behavior issues.

Ensure that your area is kept clean, organized, and free of litter.

Communicate with parents about campers experiences and report concerns to camp director or Campfire Leadership.

Maintain accurate program records including incident reports, logbook documentation, and daily attendance.

Know and understand ALL emergency procedures associated with the camp program.

Know, enforce, and follow all safety guidelines associated with the camp and all program areas. This includes but is not limited to being responsible for your campers' safety CIT's safety, your safety and their whereabouts at all times.

Help guide your CIT'S to have a deeper understanding of leadership and counseling skills.

Help provide a safe and supportive atmosphere for campers

Help campers resolve conflicts

Lead counselors will always work with the Camp Director to ensure all policies and procedures are being met.

Based on the Lead Counselor/Tribe Leader Job Description the youth/volunteer named in this form qualifies?

___ yes ___ no

Waterfront Aid

General Description:

Waterfront Aids are generally 14-18 years old, with a minimum of one year experience as a CIT. All applicants should be interested in working with children and possess maturity, flexibility, a strong work ethic, and the ability to have fun. As a Waterfront Assistant you will be responsible for alerting the waterfront director and life guard of any water emergencies or for any unsafe water conditions.

Applicants should be a minimum age of 14. The program fee for CIT training will be \$ 25.00 and includes the cost for First Aid & CPR certification and lunch (this cost is covered by a donor this year). All CIT's and lead counselors and waterfront assistants must go through a 2 day training every year. The goal of the program is to develop leadership skills that you can use throughout life and to help others and yourself identify and achieve goals. We help to develop your skills in leading and teaching children.

Waterfront assistants will assist in the administration of the waterfront programs and in the execution of camp logistics such as equipment set up and take down. Waterfront Assistants will also help with the following activities: Swimming, boating, fishing, water games ect ; participating in planning and implementation of the Camp rules, Camp cleanups, and other special activities.

Responsibilities With Campers

The waterfront assistants will be subject to the same code of behavior and policies as regular program staff and will participate in all aspects of camp life. Under the supervision of the waterfront director they will:

- Manage, maintain, and care for the Waterfront areas and equipment.
- Perform daily safety checks of all water crafts equipment being used (PFDs, canoes, kayaks, paddle boats, canoe paddles, ect.
- Work with waterfront director, lifeguard and camp director to ensure proper set up and close down has been complete for the waterfront. Inventory of all Waterfront supplies, PFD and items will be conducted. All equipment will be cleaned and neatly organized in the boat house at the end of summer.
- You should have Interest, knowledge, teaching ability when in the water and willingness to learn and accept direction.
- Ensure that your area is kept clean, organized, and free of litter.
- Discuss with the waterfront director or the Camp Director any problems or concerns with equipment, areas, or program. ---Bring any concerns or complaints about campers or staff to the attention of the Camp Director.
- Alert lifeguard of any water emergencies!!
- Know and understand ALL emergency procedures associated with the camp program.
- Know, enforce, and follow all safety guidelines associated with the camp and all program areas.

Waterfront Assistance will always work with a lifeguard or waterfront director.

Waterfront Assistance will work with the Camp Director and other Campfire leadership to learn the basics of child development, programming, and supervision procedures and policies, etc.

Waterfront Assistance will work with staff to develop and co-lead waterfront activities or games.

Based on the Water Front Aid Job Description, the youth/volunteer named in this form qualifies?

___ yes ___ no