Woodruff Counselor-In-Training (CIT)
Program Outline

Robert W. Woodruff Scout Reservation will use the Counselor in Training Program to encourage younger Scouts, 14 years of age or older, an opportunity to serve in a limited staff role at camp. The program exists to provide an opportunity for persons interested in camp staff to gain experience in a "hands-on" environment. This will hopefully give them a positive experience and allow camp management to get an early look at them and their potential to be a successful full time-paid camp staff member in the future.

CIT's will work two consecutive weeks at camp where they will interact with full-season staff. The program department will schedule the CIT to work in at least 2 different program areas during their service. The service and area is determined by the individual's aptitude and interests. The schedule is designed to acquaint the CIT with camp program. CIT's will not be permitted to work in camp support positions; Trading Post, Dining Hall, Camp Office, Health Lodge or Commissioners. CIT is a non paid position.

Note to Female CIT Applicants: Currently, we do not permit female CIT's due to significant constraints on housing. Female candidates, along with male candidates, are welcome to apply (once they are 15) for regular camp staff

CIT's will attend as much staff training as possible, as well as attending staff meetings and participating in on-camp staff functions.

There may be advancement opportunities provided or available to CIT's during their service, but it is not guaranteed. The priority will be staff support to our campers and camp programs.

Application Process:

- Apply using current year CIT Application Form (different from staff application form)
- CIT candidates will not be required to Interview for the position.
- CIT candidate must give a 2-week commitment (continuous) to staff in order to be allowed to serve
- CIT's are Not allowed to work on Staff Week, Week #1 or Week #8
- CIT's are required to complete the following forms: CIT Staff Agreement, Insurance forms, Staff Travel Agreement, Personal Health form and to review current Staff Manual.
    - CIT's will be sent a the work agreement (special to CIT) and all other required forms at least 3 weeks prior to service.

At Camp:

- Checks in (11 AM, Sunday) with CIT Coordinator (Provisional Scoutmaster or Program Director)
- Assigned to staff tent with at least 2 other CIT's
- Issued 2 staff t-shirts, staff patch, staff name badge and staff hat
- Introduced to full-season staff at Sunday Staff Meeting (Noon)
- Given orientation of camp and staff specific areas/functions by CIT Coordinator

Service:

- Assigned program area for week #1 of service, introduced to that staff, assigned job
- Assigned program area for week #2 of service, introduced to that staff, assigned job
- Allowed to work on Merit Badges (if they desire) during periods A, B, C
- Scheduled to eat at least one meal each day with CIT Coordinator
- CIT's are encouraged to attend all staff functions that occur during their time at camp

End of Service:

- Camp Management or CIT Coordinator, reviews performance and participation
- Written recommendation for follow-up in next camp season, and encouraged to apply (based on positive review)
- CIT's, along with all other returning camp staff will be required to reapply for camp staff each year.