



Dear C.I.L.T. Applicant and Parent:

Thank you for your interest in our Camper in Leadership Training (CILT) Program. Before you decide to apply to the program, I would like you to review all of the information enclosed in this packet.

The enclosures are as follows:

CILT PROGRAM INFORMATION: A general description of the program, duties, and qualifications.

CILT PERSONNEL POLICIES: Because CILT's are minors, strict adherence to these policies will be required. These policies need to be reviewed by candidates and their parents. Failure to follow these policies may result in removal from the CILT program.

CILT APPLICATION AND SESSION REQUEST: If, after reviewing the Program Information and Personnel Policies, you have chosen to apply, please complete and return the Application and Session Request form as soon as possible. To aid us in your selection, please fill out the application with as much information as possible. As stated in the program description, we are asking for a minimum commitment of two weeks. Ideally, they should be consecutive weeks. If the two week commitment or the session schedule is a problem, please contact us.

REFERENCE LETTERS: Please have 3 references fill out and return these forms. These letters are extremely important to our review process. Family members should **not** be used. If you are a member of a Boys & Girls Club, it would be appropriate to use one of their staff members as a reference. Other references may come from teachers, employers or other youth group leaders.

Once you have submitted a completed application and references, you will be contacted regarding an interview. Upon acceptance into the CILT Program, you will receive further information regarding transportation, gear, health and food service forms, etc.

If you have any questions regarding the application process, please feel free to call us here at Pathfinder Ranch. We look forward to hearing from you.

Please mail application materials to:

Attn: Summer Camp Director
Pathfinder Ranch
35510 Pathfinder Rd.
Mountain Center, CA 92561

If you have any questions regarding the program, please contact our Summer Camp Director at:
951-659-2455 x15
summercamp@pathfinderranch.com



Pathfinder Ranch

C.I.L.T. PROGRAM INFORMATION

PROGRAM DESCRIPTION

Our CILT Program is a training program for young adults ages 15 -17 years. The training involves many aspects of camp life with hands-on experience assisting counselors in supervising and instructing campers. They can have all the fun a true summer camp experience can provide, while learning new skills and accepting greater levels of responsibility.

Enrich campers' lives: By connecting with individual campers and learning how to be a friend, role model, and supervisor, you will be giving back to your community and making a difference in the life of a child!

Work with great mentors: We hire amazing staff from across the country and around the world, each of whom brings their unique talents and knowledge to share with you and the rest of the camp community

Learn leadership skills: Through daily workshops about communication, learning styles, games, program development and issues that are important to you, you will become a better leader

Learn life skills: By working in our camp Trading Post, you will learn how to manage, organize, and do sales and finances. By merely applying to the CILT program, you are practicing valuable job skills!

Make lifelong friends: By connecting with CILTs from around southern California and Nevada who share your ideas, interests, and enthusiasm for summer camp!

QUALIFICATIONS: Age 15-17

Sincere interest in working with children as a role model

Able to work long hours and be active in an outdoor setting

Evidence of ability to accept guidance and supervision

Evidence of good communication skills

Evidence of ability to adhere to rules and policies

Enthusiasm, patience, initiative and sense of humor!

Complete a CILT application, including 3 letters of recommendation, and successfully interview.

DUTIES

Assist cabin counselors with supervision of campers

Assist program specialists with program instruction

Assist in Camp Trading Post

Participate in service projects relating to camp program, facilities and grounds

Learn, Grow, and have FUN!

WANT TO KNOW MORE?

There is no fee for this training program and there is also no salary. Room and board is provided along with health and accident insurance. Of course, no price tag can be put on such a wonderful opportunity for personal growth and having such a fun camp experience. We ask for a minimum commitment of two consecutive weeks. We need this length of time to ensure top quality training and the chance for all CILTs to put their training into practice.

You must fill out the required application form and have three adults send in reference forms. When we receive all of these a telephone interview will be set up with each qualified candidate. If accepted, you'll need a Health History and Examination form filled out by a parent/guardian and signed by a physician.



Camper In Leadership Training (C.I.L.T.) Application

Name:		Birth Date:		Age:	
Birthdate:		Age:		Sex	
Address:		City:		State:	Zip Code
Home Phone:		Cell Phone:			
School Attending:		Grade:	Email:		

What sessions of camp are you available?

Remember, you must sign up for at least two consecutive sessions in addition to Session One.

	Session One: June 13 - 18, 2011
	Session Two: June 20 - 25, 2011
	Session Four: July 4 - 9, 2011
	Session Five: August 1 - 6, 2011
	Session Six: August 8 - 13, 2011 (by invitation only)

Employment History (Please feel free to include baby-sitting, lawn mowing, volunteer work, etc.)

Employer Name and Address	Position	Dates of Employment	Name of Supervisor	Employer Phone Number

Please List Previous Camp Experiences

Camp Name	Number of Years Attended	As a Camper or Staff Member

Please list any extra-curricular activities or other organizational affiliations; Include offices held.

Please list any special training you have received (i.e. First Aid, CPR, Crafts, Music, Sports, etc.).

Please list your hobbies and/or interests.

Please explain, in detail, what you expect to gain by participating in Pathfinder Ranch's CILT program.

Please list five reasons Pathfinder Ranch will benefit from your participation in the CILT program.

Please use the following space to compose a brief essay about yourself and your interest in becoming a CILT at Pathfinder Ranch.

I have read all of the enclosed information and completed this application as completely and honestly as possible. I hereby agree to comply with all of the CILT Program Rules and Policies as outlined in the CILT Packet.

Applicant's Signature

Date

I have reviewed and discussed all of the enclosed information with my child. I agree to support the Rules and Policies of the CILT Program as outlined in the CILT Packet and hereby give permission for my child's attendance at Pathfinder Ranch and participation in the CILT Program

Parent or Guardian Signature

Date

Please return to: Pathfinder Ranch Attn: Summer Camp Director 35510 Pathfinder Rd. Mtn. Center, CA 92561

Question? Want more info? Contact Us by Phone at (951) 659-2455 or by email at summercamp@pathfinderranch.com



CAMPER IN LEADERSHIP TRAINING (CILT) REFERENCE FORM

REFERENCE FOR: _____
Name of Applicant

The applicant listed above has applied for the CILT program at Pathfinder Ranch (a coed, residential summer camp). The CILT program is for youth ages 15 - 17 who will practice leadership skills. They will be responsible for assisting cabin counselors and program specialists with the instruction of classes and supervision of campers of all ages and backgrounds.

Your honest response to the following questions about the applicant's character and ability would be most helpful. All information will be kept confidential. **Please return ASAP to address below. Thank you for your time.**

1. What is your relationship to the candidate? How long have you known the candidate?
2. What do you feel are the candidate's greatest strengths?
3. Please describe a time when the candidate showed initiative and forbearance:
4. What behaviors could the candidate change to be more effective?
5. Please describe a time when the candidate had to respond to a high-stress situation or accept criticism. How did they deal with it? What could they do to improve?
6. How would you describe their values and leadership style?
7. Do you know any reason the applicant would not be suited for this training or to work with children in a residential camp setting?

Additional comments:

Signature

Date

Please print name

Please return to: Summer Camp Director Pathfinder Ranch 35510 Pathfinder Rd Mountain Center, CA 92561.
or Fax: (951) 659-0351 Attn: Summer Camp Director



C.I.L.T. PERSONNEL POLICIES

1. **COMPENSATION:** Room and board will be provided. There is no salary.
2. **INSURANCE:** Each CILT will be covered by the camp's regular Camper Sickness and Accident Insurance. Insurance does not cover non-camp related injuries or sickness.
3. **TRANSPORTATION:** The CILT is responsible for arranging his/her own transportation to camp. This may be arranged through the Boys and Girls Club, but you must contact the club regarding this. CILTs should arrive at camp at 12:30pm on Monday and be picked up at 10am on Saturday.
4. **HEALTH FORMS:** Each CILT must have a current, signed Health History and Medical Examination Form on file at camp. This allows ill or injured campers to be evaluated and treated by the camp staff, and emergency medical personnel if needed.
5. **PERSONAL BELONGINGS:** The CILT is responsible for his/her own belongings. Pathfinder ranch will accept no responsibility for lost or damaged items. Any items of value should be left at home. Please keep items brought to camp at a minimum. No pets allowed.
6. **USE OF EQUIPMENT:** Use of camp equipment for activities other than regularly scheduled programs is permitted only upon approval from the Summer Camp Director.
7. **LEAVING CAMP GROUNDS:** CILTs will *not* be allowed to leave camp grounds during the program session. CILTs may *not* stay in camp during session breaks.
8. **PERSONAL CONDUCT:** The CILT must agree that while under the supervision of Pathfinder Ranch, he/she will adjust personal habits and actions to meet the policies and ideals of the camp and abide by the following regulations:
 - I understand that camp is a drug and alcohol free property and I will not use alcohol, tobacco, or illegal drugs during the duration of my work at Pathfinder Ranch.
 - I will not bring any cell phones, firearms, weapons, or other dangerous items to camp. I will not use mp3 players and other electronic devices in the presence of campers. I understand that Pathfinder Ranch is not responsible for lost or damaged items.
 - I agree to avoid all profanity and lewd remarks/conduct
 - I will not put the safety of myself, my fellow CILT's, campers, or staff members in jeopardy.
 - I will not steal or destruct the property of other campers, staff members, or Pathfinder Ranch.
 - I will follow instructions of all Pathfinder Ranch staff members and perform all duties as assigned.
 - I will refrain from disorderly conduct, fighting, and any other forms of immoral or unethical behavior.
 - I will not engage in any sort of romantic relationships with campers.
 - I will wear appropriate clothing and attire at all times.
 - I am physically able to work long days in hot conditions and care for myself appropriately.
 - I understand that as a CILT, I am a role model for campers and will conduct myself in a mature and thoughtful manner, keeping in mind that my first priority is the campers.
 - I understand that participation in the CILT program is at the discretion of the CILT Supervisor, and will undergo evaluations at the end of each week to determine my participation in the second week of the program.

Failure to adhere to these, or any Pathfinder Ranch policies, may result in removal from the CILT program. Discipline will be handled in the following manner:

Strike 1- Staff member will discuss the issue with camper verbally, and then document in writing.

Strike 2- Staff member will notify camper in writing, and camper and staff will contact parent.

Strike 3- Camper is dismissed from camp. The parent or guardian is responsible for transportation of the camper.

In the event that a parent or guardian is not able to transport the camper, the club sponsoring the camper will become involved.

Early Departure:

In the event a camper needs to leave camp early, it is the responsibility of the parent/guardian to provide transportation. Should a parent/guardian be unable/unwilling to transport their child, the sponsoring Boys/Girls club will be responsible for their transportation.

Note: Any time a camper needs to be transported by means other than that provided by the club, the person transporting the camper must show picture identification to a camp staff member and sign a departure form. Campers will not be released to persons other than their legal guardian unless prior written authorization has been provided by the legal guardian(s).



C.I.L.T. PERSONNEL POLICIES

1. **COMPENSATION:** Room and board will be provided. There is no salary.
2. **INSURANCE:** Each CILT will be covered by the camp's regular Camper Sickness and Accident Insurance. Insurance does not cover non-camp related injuries or sickness.
3. **TRANSPORTATION:** The CILT is responsible for arranging his/her own transportation to camp. This may be arranged through the Boys and Girls Club, but you must contact the club regarding this. CILTs should arrive at camp at 12:30pm on Monday and be picked up at 10am on Saturday.
4. **HEALTH FORMS:** Each CILT must have a current, signed Health History and Medical Examination Form on file at camp. This allows ill or injured campers to be evaluated and treated by the camp staff, and emergency medical personnel if needed.
5. **PERSONAL BELONGINGS:** The CILT is responsible for his/her own belongings. Pathfinder ranch will accept no responsibility for lost or damaged items. Any items of value should be left at home. Please keep items brought to camp at a minimum. No pets allowed.
6. **USE OF EQUIPMENT:** Use of camp equipment for activities other than regularly scheduled programs is permitted only upon approval from the Summer Camp Director.
7. **LEAVING CAMP GROUNDS:** CILTs will *not* be allowed to leave camp grounds during the program session. CILTs may *not* stay in camp during session breaks.
8. **PERSONAL CONDUCT:** The CILT must agree that while under the supervision of Pathfinder Ranch, he/she will adjust personal habits and actions to meet the policies and ideals of the camp and abide by the following regulations:
 - I understand that camp is a drug and alcohol free property and I will not use alcohol, tobacco, or illegal drugs during the duration of my work at Pathfinder Ranch.
 - I will not bring any cell phones, firearms, weapons, or other dangerous items to camp. I will not use mp3 players and other electronic devices in the presence of campers. I understand that Pathfinder Ranch is not responsible for lost or damaged items.
 - I agree to avoid all profanity and lewd remarks/conduct
 - I will not put the safety of myself, my fellow CILT's, campers, or staff members in jeopardy.
 - I will not steal or destruct the property of other campers, staff members, or Pathfinder Ranch.
 - I will follow instructions of all Pathfinder Ranch staff members and perform all duties as assigned.
 - I will refrain from disorderly conduct, fighting, and any other forms of immoral or unethical behavior.
 - I will not engage in any sort of romantic relationships with campers.
 - I will wear appropriate clothing and attire at all times.
 - I am physically able to work long days in hot conditions and care for myself appropriately.
 - I understand that as a CILT, I am a role model for campers and will conduct myself in a mature and thoughtful manner, keeping in mind that my first priority is the campers.
 - I understand that participation in the CILT program is at the discretion of the CILT Supervisor, and will undergo evaluations at the end of each week to determine my participation in the second week of the program.

Failure to adhere to these, or any Pathfinder Ranch policies, may result in removal from the CILT program. Discipline will be handled in the following manner:

Strike 1- Staff member will discuss the issue with camper verbally, and then document in writing.

Strike 2- Staff member will notify camper in writing, and camper and staff will contact parent.

Strike 3- Camper is dismissed from camp. The parent or guardian is responsible for transportation of the camper.

In the event that a parent or guardian is not able to transport the camper, the club sponsoring the camper will become involved.

Early Departure:

In the event a camper needs to leave camp early, it is the responsibility of the parent/guardian to provide transportation. Should a parent/guardian be unable/unwilling to transport their child, the sponsoring Boys/Girls club will be responsible for their transportation.

Note: Any time a camper needs to be transported by means other than that provided by the club, the person transporting the camper must show picture identification to a camp staff member and sign a departure form. Campers will not be released to persons other than their legal guardian unless prior written authorization has been provided by the legal guardian(s).

I agree to abide by all of the rules and policies of the CILT program. _____

CILT signature

I have discussed the above policies with my child and agree to support the rules and policies of Pathfinder Ranch. _____

Parent signature