



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 YMCA of Metropolitan Milwaukee. We are very excited to have the opportunity to possibly work with your teen 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 and mail to Attn: Day Camp, 9250 N. Green Bay Rd, Brown Deer, WI 53209. All applications are due no later than June 16th, 2017. Applicants will be interviewed and all those accepted to the LIT program will be notified of their acceptance, the mandatory trainings and of any additional forms that might need to be completed.
- **Minimum Hour Requirements:** In order to be considered for the LIT Program, you must be able to sign up and commit to the mandatory training Week 3 (June 26-June 30). In addition to the training week LITs may sign up for as many additional weeks as they want. The hours of camp are 7:00am-6:00pm however; LITs are required to stay at camp from at least 8:30am-4:00pm to get the whole camp experience.
- **Fees:** Upon acceptance into the LIT program, payment will be due in full for the session selected. Full payment is due by June 16th, 2017.

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 daycamp@ymcamke.org. Thank you for your time and we look forward to meeting you!

Sincerely,
Camp Leadership

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.

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 to have been a better team?**
- 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?**

- **What “leader actions” or “leader lingo” did you see or hear today?**

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 the mandatory training week and at least one other week Monday-Friday from 8:30am-4:00pm. Each week will generally consist of meetings and reflection times throughout the week, counselor mentoring and partnering, field trips, opening ceremonies, skits and songs. Each week we will focus on different leadership skills and activities to further develop you as a LIT.

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.

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: Verbal/Written warning sent/call home to parent to sign.
3. Third offense: Possible dismissal from the program.
*The Camp Director has the discretion to begin at any level of disciplinary action should the offense require a more strict consequence.

Specific Responsibilities of LITs include:

1. Work with a group or in an assigned area.
2. Be on time for job assignment and accept changes in schedule that affect assigned tasks.
3. Carry out assigned tasks given by Camp Director and/or supervising counselors/staff.
4. Treat all campers equally.
5. Evaluate LIT role with Camp Director/Asst. Camp Directors.
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

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 Director.

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 YMCA of Metropolitan Milwaukee 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 YMCA of Metropolitan Milwaukee 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 out-of-camp trips by walking or bus, and including rock wall climbing, high ropes course, hiking and horseback riding.

The YMCA of Metropolitan Milwaukee 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 YMCA of Metropolitan Milwaukee 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 daycamp@ymcamke.org. Thank you for your interest in this program and I look forward to seeing your application!

Please circle your preferred location:

Rite Hite Family YMCA

YMCA at Greene Park

APPLICATION DEADLINE: June 16, 2017

2017 YMCA - Leader In Training Application

****Please have the applicant fill out not the parent**

Full Name: _____ Male/Female: _____ Date: _____

Address: _____ Phone: _____

Date of Birth: _____ Age: _____ Grade: _____

School: _____ Email: _____

Please circle the weeks you'd like to register:

Week 3: June 26-June 30 (Mandatory Training Week)

Week 4: July 5-7

Week 8: July 31-Aug 4

Week 5: July 10-14

Week 9: Aug 7-11

Week 6: July 17-21

Week 10: Aug 14-18

Week 7: July 24-28

CHECK IF YOU HAVE BEEN A MEMBER OR PARTICIPATED IN ANY OF THE FOLLOWING ACTIVITIES:

- | | | |
|--|---|--|
| <input type="checkbox"/> Girl/Boy Scouts | <input type="checkbox"/> Resident/Overnight | <input type="checkbox"/> Sports |
| <input type="checkbox"/> Band or Choir | <input type="checkbox"/> Camp | <input type="checkbox"/> Church Youth Group |
| <input type="checkbox"/> YMCA Leaders Club | <input type="checkbox"/> Fundraisers | <input type="checkbox"/> Honor Society |
| <input type="checkbox"/> Student Council | <input type="checkbox"/> Drama | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Day Camp | <input type="checkbox"/> Dance Lessons | <input type="checkbox"/> 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?

On a separate sheet of paper please **TYPE** the answers to the following questions:

1. Why do you want to become a Leader In Training?
2. What do you think it means to be a leader?
3. Why do you think you will be a good leader?
4. What is an accomplishment you are most proud of?
5. In what positive way would you most like to change as a person?
6. What is your favorite thing about camp?

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 One Completed References**
- D. Completed Child Registration Form**
(located in the 2017 Summer Day Camp Brochure)

Return to: Attn: Day Camp
9250 N. Green Bay Rd
Brown Deer, WI 53209



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YMCA of Metropolitan Milwaukee-Leaders In Training Reference Form (please print clearly or type)

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 YMCA of Metropolitan Milwaukee Summer Day Camp Program

Signature of Applicant

Date

The mission of the YMCA of Metropolitan Milwaukee is to put Christian principles into practice through programs that build a healthy spirit, mind and body for all. Our goal is to develop the self-esteem of each camper that attends camp. 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.

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 3 of the candidate's strengths.

8. Please list and describe 3 areas where the candidate can improve.

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

	Excellent	Good	Fair	Poor
Adaptability	[]	[]	[]	[]
Responsibility	[]	[]	[]	[]
Resourcefulness	[]	[]	[]	[]
Enthusiasm	[]	[]	[]	[]
Leadership	[]	[]	[]	[]
Sense of Humor	[]	[]	[]	[]
Patience	[]	[]	[]	[]
Cooperation	[]	[]	[]	[]
Initiative	[]	[]	[]	[]

10. Additional comments:

Reference Signature: _____ Date: _____

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!