



SUMMER CAMP



Counselor in Training (CIT) Program



- ✓ Learn something new
- ✓ Help with camps
- ✓ Practice job skills
- ✓ Meet new friends



Ages 14-17
1-3 weeks of camp
\$80/summer

**APPLICATIONS
DUE BY MARCH
31, 2026**



Email completed applications to Heather Chapelle at hchapelle@jcprc.org by March 31, 2026.



Phone: 304-728-3207

Email: info@jcprc.org

Website: www.jcprc.org

235 Sam Michails Lane

Shenandoah Junction, WV 25438

Dear Counselor-In-Training Candidate,

Thank you for your interest in our Counselor-In-Training (CIT) program!

This program is designed for teens between the ages of 14-17 who are seeking experience to help prepare them for potential future employment in a Parks and Recreation or summer camp setting. *Candidates will be interviewed as if they are applying for an actual job.*

Duties include:

- Participating in teambuilding & training
- Assisting staff with crafts, sports, and other activities
- Setting up and cleaning up from activities
- Being a positive role model to campers

Benefits include:

- Having fun & staying busy
- Making friends
- Learning job skills
- Gaining community service hours

Instructions: Please fill out the attached application and questionnaire. **The deadline for submitting the completed application is March 31st, 2026. No applications will be accepted after the deadline.** Make sure to check all of the weeks and camps you would be interested in and available for. We will contact all candidates to set-up interviews. If you are selected to participate in the program, there will be a registration fee of \$80. After you are registered, the recreation coordinator will contact you regarding your schedule.

Sincerely,

Heather Chapelle, Recreation Coordinator
Jefferson County Parks & Recreation Commission
hchapelle@jcprc.org
304-728-3207



Counselor in Training (CIT) Application 2026

First Name _____ Last Name _____ Date of Birth _____

Street Address _____ City _____ State ___ Zip _____

School _____ Grade Next Fall _____ T-Shirt Size _____

CIT Phone Number _____ CIT Email _____

Parent/Caregiver 1 Full Name _____

Parent/Caregiver 1 Email _____

Parent/Caregiver 1 Phone (s) _____

Parent/Caregiver 2 Full Name _____

Parent/Caregiver 2 Email _____

Parent/Caregiver 2 Phone (s) _____

Thank you for your interest in the Counselor-in-Training program! All returning and new candidates must complete the application and go through the interview process. The application deadline is March 31st. Please send the completed application to Jefferson County Parks & Recreation, C/O Heather Burgos, 235 Sam Michaels Lane, Shenandoah Junction, WV 25442 or hburgos@jcprc.org. Once we receive the completed application, all candidates will be contacted via email to set up an interview date. If selected for the program, there will be a registration fee of \$80.

Please check all weeks of camp you are available and interested in being scheduled for (CITs are scheduled for 1-3 weeks of camp):

Camps are generally scheduled between 9am-4pm.

6/8-6/12 6/15-6/18 6/22-6/26 6/29-7/2 7/6-7/10

7/13-7/17 7/20-7/24 7/27-7/31 8/3-8/7 8/10-8/14

Please check all types of camps that interest you:

Day Camps Sports Camps Art Camps Gymnastics Camps Dance Camps

Archery Camps STEAM Camps Themed Camps Music & Theater Camps

Can you volunteer for camps at locations within Jefferson County, WV other than Sam Michaels Park?

(Circle) YES NO



Counselor in Training (CIT) Application 2026

Have you volunteered as a CIT before? If yes, what years and where? _____

How did you hear about the CIT program? _____

Please list what languages you speak: _____

Please list any certifications you have (CPR etc.): _____

Please share any special skills you have: _____

References: Please list 2-3 adults who can describe your work ethic and strengths. You can use coaches, mentors, teachers and/or employers. Do not use friends or relatives. Please ask permission before listing a reference. Please complete all information.

Full Name _____ Relation to CIT _____

Phone _____ Email _____

Full Name _____ Relation to CIT _____

Phone _____ Email _____

Full Name _____ Relation to CIT _____

Phone _____ Email _____



Counselor in Training (CIT) Application 2026

CIT Questionnaire

1. What personal goals would you like to accomplish through the CIT program?

2. What types of sports, clubs, recreational activities, crafts or hobbies do you enjoy?

3. Aside from your skills, what personal qualities make you a good, effective leader?

4. Please give a few examples of when you were a team player (school projects, babysitting, sports team, clubs, community service, job experience etc.):



Counselor in Training (CIT) Application 2026

CIT Questionnaire

5. Please list any dates or weeks that you know you are not available this summer:

6. What else should we know about you?

I certify that I have completed the application and questionnaire to the best of my ability and that all information is accurate and complete.

CIT Signature _____ Date _____