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Dear CIT Applicant and Parent,

Thank you for your interest in the Counselor-in-Training (CIT) Program. The purpose of this letter is to inform both the applicant and the parent about what the expectations are of the CITs.

Eligibility

Applicants who are 13-16 years old and have attended either Camp Powerplay or Camp Lakeshore are eligible.

CIT Program Schedule

The CIT program takes place in conjunction with the Camp Lakeshore and PowerPlay program. It costs $110 for the initial one-week session and then an additional $20 for each additional weekly session. This pays for our camp staff time, field trip entries, supplies, CIT Training, and a special Camp CIT shirt. It is important to make sure the applicant is available for all the requested sessions. The applicant will rank the sessions they are available on the application with "1" being their top choice and "9" being their last choice if they are interested in all 9 sessions. Please note applicants will most likely **not** be selected for every week they mark available.

Week	Theme	Field Trip
Jun 8-12	Launching into Summer!	Launch Trampoline Park
Jun 15-18*	All aboard!	Diamond Jack River Tour
Jun 22-26	Leaders & Legends	Come Out & Play at the Capitol
Jun 29-Jul 2*	Where the Campers Are	Detroit Zoo
Jul 6-10	Let the Good Times Roll!	Bonaventure Skating Center
Jul 13-17	Beach Party!	Rolling Hills Water Park
Jul 20-24	Lights, Camera, Camp!	Emagine Novi
Jul 27-31	Blowing Off STEAM	Ann Arbor Hands on Museum
Aug 3-7	Game On!	Pinz Bowling Center
Aug 10-14	Bouncing out of Summer!	Bounce House Celebration

Application Process

Step One: CIT Applications must be returned to the Novi Parks office or emailed to jgillingham@cityofnovi.org by Friday, May 1st. Please fill out the entire application and sign at the bottom.

Step Two: Group interviews will take place the week of May 4th or 11th. We will contact you on Monday May 4th via email to let you know if you will be a part of the group interview. If applicants are unable to make it, we can set up a phone interview.

Step Three: CIT placement decisions will be based on the application, interviews, and availability.

City of Novi
45175 Ten Mile Road
Novi, Michigan 48375
248.347.0400
248.347.3286 fax

cityofnovi.org

Final Thoughts

Space is limited, and not all applicants will be accepted into the CIT program. As mentioned above, an applicant's ranking of a particular week does not guarantee placement in that week. We make every effort to accommodate each applicant's top preference; however, additional weeks cannot be guaranteed. In previous years, most CITs have attended no more than three weeks. We ask that all communication regarding the application process and the program should be between the applicant, the Recreation Supervisor and the Head Counselor of Camp Lakeshore and Camp PowerPlay. This is because part of the program is to simulate what it is like to have a job, and we are looking for self-motivated, mature, and independent candidates. However, we do encourage parents to help the applicant fill out the application and we encourage them to help the applicant get ready for their interview. If selected there will also be a registration form for the parent to fill out.

We look forward to working with the CIT participants. We believe by the time they are done with the program; they will have gained valuable skills to help them in all aspects of their life. If you have any questions about the process, please call me or email me as soon as possible. Thanks again!

Sincerely,



John Gillingham
Recreation Supervisor
Novi Parks, Recreation, and Cultural Services
248-347-0474 office | 248-752-9239 cell
jgillingham@cityofnovi.org

City of Novi
Camp Lakeshore & Powerplay

Counselor-In-Training Application
For applicants aged 13-16
Application Deadline: May 1st

Full Name: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Preferred Phone Number (___) _____

Email Address: _____ School: _____ Current Grade: _____

Have you attended Camp Lakeshore or Powerplay in the past? _____
If so, when? _____

Other camps you have attended _____

What do you do in your free time? _____

_____

What certifications do you have that will be current up until August 16, 2026? (CPR, First Aid, lifeguarding, etc.): _____

Preferences for Participation
Please rank your preferences for participation: If you are unavailable during a particular session, please leave the ranking blank. It is very important to look over your schedule carefully before ranking because once CITs are selected for sessions, it is hard to switch them. "1" is your top preference, "9" as your final preference. **Please note ranking a week does not guarantee you will be selected for that week.**

Session:	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Dates:	June 8-12	June 15-18*	June 22-26	June 29-July 2*	July 6-10	July 13-17	July 20-24	July 27-31	Aug 3-7	Aug 10-14
Times:	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm	9am-5pm
Rank:										

If you have any specific reasons behind your requests that you want us to know about, please tell us here: _____

Activity Area Instruction

At Camp Lakeshore and Powerplay we provide the following type of activities: Swimming, Arts and Crafts, Active Games (sports, playing games where you move such as various tag games), Passive Games (riddles, small group games without movement), Activities in Nature, Drama, Dance/Music, Creative Music, Science Experiments, and Team Building.

Using the activities listed above, give us three you can best instruct and any relevant experience:

Activity 1: _____
Experience:

Activity 2: _____
Experience:

Activity 3: _____
Experience:

References: List in spaces provided below three names, not related to you, who have knowledge of your qualifications and experience in regard to this position.

Name:	Title/Position:	Email Address:	Phone Number:	Years Acquainted:

Applicant Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Parent Name (Printed): _____