

**FREDERICK COUNTY GOVERNMENT**  
**DIVISION OF PARKS & RECREATION**

Jessica Fitzwater  
County Executive

Jeremy Kortright, Director

Dear Counselor-In-Training Candidate,

Thank you for your interest in Frederick County Parks and Recreation's Counselor-in-Training (CIT) program! We are excited to share the updates and improvements that we have made to our program. Please review all information below carefully as our registration details have changed.

**CIT PROGRAM DETAILS & OVERVIEW**

*For Grades 7-11 (in 2023-2024 School Year)*

The CIT program is a hands-on educational program designed to develop the skills necessary to be an effective future camp counselor. Program focus includes developing leadership, communication skills, team-building, goal-setting and working with children. A CIT is a Junior Counselor who is not yet old enough to acquire a paid position with the Recreation Department, but still wants the experience and structure of having a summer job. The main purpose for providing this program is to help the older youth of our community develop job and leadership skills through a positive summer experience.

Counselors are the primary caregivers for children during summer programs. The job of CIT entails duties associated with providing a positive recreation experience for each and every participant. CITs will assist in light planning and activity prep, guiding campers through daily activities, modeling leadership and life skills and ensuring a safe and supportive atmosphere at all times. CITs will always work with another counselor and will receive mentorship from a camp director and CIT program coordinator. CITs may receive SSL (Student Service Learning) hours for time spent assisting with the supervision of campers and are responsible for their completion of all required paperwork with their school.

The CIT program is selective based off group interview performance and completion of an application.

**HOW ARE CITs SELECTED?**

To be considered for a CIT position, all returning and new candidates must attend (1) group interview session where they will showcase their talents by leading a group game, activity, song, or craft. CIT applicants will also work to independently complete a written application. CIT space is competitive and selective based off of group interview performance and full and detailed completion of their application. We are looking for young people who are committed to the program, have given thought to their application and are prepared for the interview process. There will be no guarantee of a position in the CIT program and participation is based on our camp enrollment and the number of CIT applicants.

**All CIT applicants should be interested in working with children and possess maturity, flexibility, a strong work ethic, and the ability to have fun.**

**Group Interview Sessions:**

*Registration opens February 14, 2023*

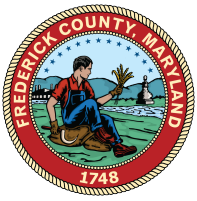
Monday, April 3, 2023, 6:00p-8:00pm at Scott Key Center  
Register [HERE](#)

Wednesday, April 12, 2023, 6:00p-8:00pm at Scott Key Center  
Register [HERE](#)

**ACCEPTANCE & REGISTRATION INFORMATION**

*Frederick County: Rich History, Bright Future*

Bourne Building • 355 Montevue Lane, Suite 100, Frederick, MD 21702 • 301-600-1646 • Fax 301-600-2595  
[www.FrederickCountyMD.gov](http://www.FrederickCountyMD.gov)



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CIT applicants will be informed of their acceptance by Friday, April 28, 2023. Applicants that have been accepted into the program will receive registration information at that time. Applicants that have not been selected will be provided feedback and suggestions for development and programs that are available to assist with further skill development; they will be encouraged to apply again next year! Accepted CITs will attend pre-camp staff training consisting of planning and playing games, safety training, leadership skills, and expectations of a CIT.

If a CIT receives their acceptance letter, a parent or guardian must then register them to secure their spot. The program fee of \$249 covers training, staff shirts, CIT-only functions and administrative costs. The program fee is only due after selection process. Since a CIT program is a training program, CITs are not paid, nor is there a guarantee that once the CIT has successfully completed the program, that they will be hired as a future camp counselor. Financial assistance funds may be available for the CIT Program, and can be inquired through our administrative office at 301-600-2936.

Applicants may apply to work in one of the camps/locations listed below. CIT positions are limited for each program and are filled in accordance with applicant qualifications and availability. An important aspect of summer programs is consistency, so the Recreation Department is looking for CITs who are willing to make a commitment to work a minimum of 4 out of the 8 weeks of summer. **Please note that there will be no camps helps on June 19<sup>th</sup> and July 4<sup>th</sup> this year.** Due to the large number of CIT applicants, not all requests for camp locations, days, and times can be guaranteed.

### Camp Weeks:

June 20-June 23 (\*no camp on 6/19)

June 26-June 30

July 3-July 7 (\*no camp on 7/4)

July 10-July 14

July 17-July 21

July 24-July 28

July 31-August 4

August 7-August 11

### Daily Time:

8:30-4:30pm

### Available Locations:

Pinecliff Park – Outdoor Adventure Camp

Monocacy: Middletown Rec Center

Monocacy: Oakdale Rec Center

Monocacy: Sugarloaf Rec Center

Monocacy: Walkersville Rec Center

Catoctin Creek Nature Center

Fountain Rock Nature Center

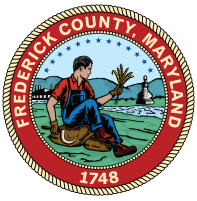
Rose Hill Museum

*Contact Carrie Sprinkle directly for more information on half-day camp options, including half-day preschool enrichment camps and half-day preschool and youth sports development camps.*

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**Registration Fee:** \$249. Payment due at time of registration.

*Our refund policy encourages early decisions, so as to not affect other customers or our ability to deliver efficient programs. All requests for refunds must be made at least 10 business days prior to the start of the program. A 20% administrative fee will be charged per refund transaction. There are no refunds for missed sessions.*

\* Please review our full program refund and transfer policies (<http://recreator.com/321/Registration-Information-Policies>)

Thank you for your interest in Frederick County Parks and Recreation's Counselor-in-Training (CIT) program. Please do not hesitate to contact me with any questions. We are looking forward to seeing you soon!

Carrie Sprinkle, Recreation Supervisor  
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