

# *C.L.L.T.*

# *Program*

*Counselor in Leadership  
Training*

*Life's most persistent and urgent question is  
this, "What are you doing for others?"*

*- Dr. Martin Luther King, Jr.*

## C.I.L.T Volunteer Program Commitment Level Options

- **9 Week Field Trip Camp:**
  - 9 Week Commitment
  - Dates: June 1 – July 31
  - Full Day Shift, 8:00 am – 4:00 pm or 9:00 – 5:00 pm
  - You must be able to volunteer every day of the 9 weeks
  - Accepts ages 13-17 years old
  - Cost: Uniform Cost – Purchase khaki shorts, one-piece swimsuit, and closed toed athletic shoes AND \$20 per shirt for uniform shirt and/or \$30 for a hoodie
  - 360 community service hours earned with this option
  
- **5 Week Field Trip Camp (1<sup>st</sup> half of summer):**
  - 5 Week Commitment
  - Dates: June 1 – July 3
  - Full Day Shift, 8:00 am – 4:00 pm or 9:00 – 5:00 pm
  - You must be able to work every day of the 4-5 weeks
  - Accepts ages 13-17 years old
  - Cost: Cost: Uniform Cost – Purchase khaki shorts, one-piece swimsuit, and closed toed athletic shoes AND \$20 per shirt for uniform shirt and/or \$30 per hoodie
  - 200 community service hours earned with this option
  
- **5 Week Field Trip Camp (2<sup>nd</sup> half of summer):**
  - 5 Week Commitment
  - Dates: June 29 – July 31
  - Full Day Shift, 8:00 am – 4:00 pm or 9:00 – 5:00 pm
  - You MUST be able to work every day of the 4-5 weeks
  - Accepts ages 13-17 years old
  - Cost: Cost: Uniform Cost – Purchase khaki shorts, one-piece swimsuit, and closed toed athletic shoes AND \$20 per shirt for uniform shirt and/or \$30 per hoodie
  - 200 community service hours earned with this option

**\*\* If none of these options work for you, please contact Beth Smith to discuss other possibilities. Exceptions can be made for team practices or other circumstances. \*\***

## **C.I.L.T. Program Counselor in Leadership Training**

### **Mission:**

The C.I.L.T. program has been established to help develop the leadership skills of the youth in our community and school. This program will increase the awareness of personal responsibility and character development. It will instill an understanding of commitment and the importance of positive relationships with peers and adults as it correlates to teamwork.

### **Purpose:**

The purpose of a C.I.L.T. is to assist at Camp Grace with daily group activities such as morning drop off, afternoon dismissal, arts and crafts classes, game room interaction, outdoor games, and field trips.

### **Eligibility:**

Teens aged 13-17

### **Requirements:**

1. Completed application
2. Completed volunteer forms
3. ½ page Essay from teen applicant “How I will be an asset to Camp Grace and the CILT program”
4. A letter of recommendation from a teacher, pastor, coach, or someone who can attest to the teen’s maturity and manner with children (not a family member).
5. Interview with Camp Grace Administrator, Beth Smith

### **Cost:**

Uniform Cost – Purchase khaki shorts, one-piece swimsuit, and closed toed athletic shoes AND \$20 per shirt for uniform shirt and (optional) \$30 per hoodie

## **Uniform:**

C.I.L.T.s must wear their staff shirts each day of camp. They must also wear khaki shorts, khaki capris, or khaki pants. Shorts must be of appropriate length. Closed toed athletic shoes must be worn every day. Sandals, crocs, or flip flops may be brought for pool days, but sneakers must be worn before and after the pool. C.I.L.T.s will be asked to go home and change if they are not dressed appropriately for the camp day. On pool days, girls must wear a one-piece swimsuit or board shorts and a swim shirt (no tankinis, cut-outs, or low-cut swimsuits are allowed.) Guys must wear trunks or board shorts.

## **Community Service Hours:**

This program will count towards community service volunteer hours. The Camp Administrator will either type a community service letter or sign a pre-made form from the C.I.L.T.s school, depending on what the school prefers. This will be done at the end of the C.I.L.T.s volunteering session. C.I.L.T.s must sign in and out each day so that they receive their accurate number of service hours.

## **Availability:**

Applicant must be available for the full 9, or 5 week program, 7-8 hours per day, and 5 days per week. Exceptions can be made, if necessary, for sports team practices etc.

## **Continuing the Program:**

If the C.I.L.T. has done an excellent job over the span of the summer, they will be asked to return the next year to volunteer again. An invitation letter will be mailed to them in January of the following year. Please note that every C.I.L.T. may not be asked to come back the following summer. This is based upon performance. If necessary, a CILT may be asked to leave the leadership program mid-summer if leadership standards are not being met.

## Guidelines for C.I.L.T.s

- C.I.L.T.s must handle themselves in a professional manner at all times.
- C.I.L.T.s must let their counselor know of any problems in the group immediately.
- C.I.L.T.s must use the “Buddy System” when taking students from the group to go anywhere – on and off campus.
- C.I.L.T.s must use common sense when interacting with campers, knowing that they are setting an example.
- C.I.L.T.s are welcome to initiate activities with the campers, but keep in mind that they must be appropriate for the campers’ grade level.
- C.I.L.T.s must be responsible on all field trips. There is an understanding that, although he/she is not the one in charge, it is required that they assist the counselor in implementing procedures such as lining up, entering and exiting a field trip, as well as on campus activities such as art, sports, lunchtime, etc. C.I.L.T.s should participate in organizing games/activities while on campus.
- All discipline procedures within the group should be at the discretion of the counselor.
- C.I.L.T.s need to treat all campers with the same respect, enthusiasm, and direction when interacting with each and every camper in the program.
- C.I.L.T.s may NOT use their cell phones for texting, games, or phone calls at any time during the camp day, except in the case of an emergency.

Remember, you are here to assist the counselors on and off campus. It is extremely important that you take the initiative to help incorporate all of the rules necessary to ensure a safe and happy summer for all campers. Counselors depend on you to be another source of assistance.

Please enjoy the summer, enjoy getting to know each and every camper in camp, and above all else, know that you are a role model for all campers, so give it everything you’ve got!

By signing below, you understand the responsibilities of your position with Camp Grace. Should you receive 3 written reprimand reports during the course of the summer, it is up to the discretion of the Camp Administrator to terminate your position in the program.

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CILT Signature

Date

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Parent Signature

Date

### CILT APPLICATION

Camp Grace – A ministry of Grace Baptist Academy  
7815 Shallowford Road  
Chattanooga, TN 37421  
[campgrace@mygracechatt.org](mailto:campgrace@mygracechatt.org)

Please Print:

Name \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Best Contact Phone \_\_\_\_\_ Age \_\_\_\_\_

What school do you attend? \_\_\_\_\_

Briefly describe any relevant work and/or volunteer experience you may have:

Emergency Contact (Must provide two) PLEASE PRINT:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

I understand that I am applying for a volunteer position with Camp Grace. If I am accepted, I agree to follow the policies and procedures as described in this manual. If I am unable to uphold these standards, I understand I will be asked not to return.

CILT Applicant Signature \_\_\_\_\_

I understand that my child is applying for a volunteer position. If my child is selected, I agree to review the policies and procedures as described in this manual. I understand that if my child is unable to uphold these standards, he/she will be subject to termination.

Parent Signature \_\_\_\_\_

**Minor Volunteer**  
**Waiver and Release Form**

PLEASE READ THIS FORM CAREFULLY AND BE AWARE THAT PARTICIPATION AS A VOLUNTEER WILL CAUSE THE VOLUNTEER TO WAIVE OR RELEASE ALL CLAIMS FOR ANY INJURIES THAT MAY BE SUSTAINED.

**WAIVER FOR MINORS (BY ADULTS)**

As the parent or guardian of a minor child volunteering for Camp Grace, I hereby waive any claim against Grace Baptist Academy and its agents, servants and employees, hereafter arising from injuries to said child, which said injury is sustained while engaging in the performance of volunteer services for Camp Grace, regardless of whether such injury is caused in whole or in part by the negligence of said Academy or by the negligence of the agents, servants, or employees of the Academy, its agents, servants, and employees from any claim, damages, or demand hereafter the negligence of said Academy or by the negligence of the agents, servants, and employees of the Academy.

I hereby give my permission for Camp Grace/Grace Baptist Academy to call my physician and/or to arrange for transportation to a hospital in the event of any injury to said child, although I understand that Camp Grace/Grace Baptist Academy assumes no responsibility to do so.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE DISCLAIMER STATEMENT AND WAIVE AND RELEASE ALL CLAIMS.

Physician Name \_\_\_\_\_ Phone \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_

Parent/Legal Guardian Print \_\_\_\_\_

Minor Child Name \_\_\_\_\_

Date \_\_\_\_\_

## CILT Application Packet Checklist

Be sure you have the following completed in order to successfully apply for the CILT Program:

1. \_\_\_\_\_ Signed guidelines for CILT Sheet
2. \_\_\_\_\_ Completed Application Form
3. \_\_\_\_\_ Signed Waiver and Release Form
4. \_\_\_\_\_ ½ Page – 1 Page Essay
5. \_\_\_\_\_ At least one recommendation letter
6. \_\_\_\_\_ If chosen, payment to cover the number of uniform shirts you would like to order

When you are able to check off everything on this list, please contact Beth Smith through email [campgrace@mygracechatt.org](mailto:campgrace@mygracechatt.org) or text (954-260-5969) and let her know that you would like to set up an interview. You may bring this completed packet to the interview. Interviews will be scheduled on a first come, first served basis.

SEE YOU SOON! 😊