



**Town of New Windsor**  
**Recreation Department**  
**845-565-7750**  
[www.nwrecisfun.com](http://www.nwrecisfun.com)



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## **Counselor -in-Training Leadership Program**

**Ages:** 13-15, must be 13 by 7/7/2025

**Location:** Kristi Babcock Memorial Park & Ruscitti Park

**Dates:** July 7 – August 15 (Monday-Friday)

**Time:** 9am-4pm

**Cost:** \$450 New Windsor Residents, \$525 Non-Residents for all 6 weeks. Must sign up for before/after care separately (8am drop off, 5pm pickup), which is \$25 each for AM/PM per week.

**Registration Opens:** March 1<sup>st</sup>

### **What is the CIT Leadership Program?**

The Counselor-in-Training Leadership Program is designed to provide young leaders, ages 13-15, with hands-on experience in camp leadership, youth supervision, and teamwork. This program serves as a bridge between being a camper and becoming a camp counselor or other community leader. CITs will learn the fundamentals of youth mentorship, responsibility, and professional behavior while assisting counselors in daily activities.

**This is a structured leadership program with training, evaluations, and expectations.**

## **Goals of the CIT Program:**

- **Develop leadership skills** through mentorship and hands-on experience.
  - **Learn responsibility** in a supervised camp setting.
  - **Gain real-world experience** in working with children and peers.
  - **Prepare for future camp counselor positions** with structured training.
  - **Have fun** while learning teamwork, problem-solving, and communication skills.
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## **Weekly Camp Trips**

CITs will be chosen on a fair and rotating basis if performing well, to attend the weekly camp trip. Attendance of this trip is a privilege of the program for top performing leaders and is not a guarantee as supervision and safety on the trip is the highest priority.

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## **Disciplinary Policy**

Failure to follow rules may result in the following:

- 1. Verbal Warning**
- 2. Parent Notification**
- 3. Dismissal from the CIT Program (No Refunds Given)**

**CITs who do not adhere to these guidelines may be dismissed at the discretion of the camp director.**

# **CIT Expectations & Responsibilities**

## **1. Leadership & Role Modeling**

- CITs must **set a positive example** for campers by following all camp rules.
- Encourage participation and enthusiasm in activities.
- Demonstrate respect, kindness, and responsibility at all times.
- Smoking, Vaping, alcohol, or drug use is strictly prohibited on camp property or during camp hours. You will be asked to leave camp immediately if this is suspected, and your enrollment in the program will be terminated with no refunds.

## **2. Active Participation & Training**

- Attend **mandatory CIT orientation and training on July 1<sup>st</sup>, from 9am-12pm, and all camp dates.**
- Engage in **daily mentorship sessions** with their counselor on child supervision, safety, and leadership.
- Work alongside counselors to **assist in group activities, games, and crafts.**

## **3. Professionalism & Accountability**

- Arrive on time each day and **check in with the site director to sign in and out.** Parents must sign out CITs.
- Follow dress code and wear CIT shirt every day.
- No cell phone use during camp hours.
- Show initiative – if a counselor needs help, **step up!**

## **4. Camper Supervision & Interaction**

- Help campers stay engaged and included.
- Assist with transitions between activities.
- Notify a counselor immediately if a camper has a problem or concern.
- Never discipline campers – always refer issues to a counselor.
- Kind words must be used when speaking with campers, staff, and peers. Vulgar language is never accepted.

## **5. Teamwork & Communication**

- Work effectively with counselors, CIT peers, and camp staff
  - Maintain a **positive and supportive attitude** throughout the program.
  - Accept feedback and use it to improve performance.
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## **CIT Program Structure & Schedule**

### **Training Sessions:**

Before camp begins, CITs will participate in **pre-camp training** covering:

- Camp rules & policies
- Leadership & communication skills
- Child safety & conflict resolution
- Activity planning & group management

### **Evaluations & Feedback**

CITs will receive **weekly performance check-ins** and a **final evaluation** to provide feedback and identify strengths. **Top-performing CITs may be considered for future counselor roles!**

## FAQs

- **Do CITs get paid or reimbursed?**

CITs are considered campers, and there is no payment or reimbursement since they are not staff. CITs are eligible for a \$50 Amazon gift card as a program bonus if they consistently perform high on evaluations during camp. This is not guaranteed.

- **Do CITs need to bring a lunch?**

At Kristi Babcock, there will be daily lunch options from the concession stand or you can bring your own lunch. At Ruscitti, all CITs must bring a lunch to camp. Snacks will be available for purchase.

- **Will CITs get volunteer hours?**

CITs do not receive service hours for participation. This is a leadership training program, not a volunteer opportunity.

- **Are CITs assigned to a specific age group or do they rotate?**

CITs will rotate between different camp age groups to gain well-rounded camp experience. CITs cannot request to be placed with friends.

- **Are CITs considered campers?**

Yes, and CITs must be supervised at all times by a staff member, as they are considered campers. Parents or guardians must sign CITs out daily unless you give them written permission to walk or bike home, or go home with a friend.

## **How to Sign Up**

CITs can register by signing up on our website and submitting payment.

**Register online at:** [Town of New Windsor Recreation Department: Programs Programs](#)

**Register in person at:** 244 Union Avenue, New Windsor, NY, 12553 (Monday-Friday, 8:30am-4:30pm).

For questions, contact:

Richard Schaffner - **Summer Camp Director**

Email: [rschaffner@newwindsor-ny.gov](mailto:rschaffner@newwindsor-ny.gov)