

Dear LIT Applicants and Parents:

Thank you for your interest in the Leader in Training program. The purpose of this letter is to help families of prospective LIT applicants understand a little more about the program and our expectations of the LITs. In order to be considered, applicants must be at least 16 years of age, or entering their junior year of high school in the September following the summer during which they will participate in the LIT program. Once the LIT application form and three reference forms have been received by the camp office, the Camp Director, Leadership Director, or designated representative will contact the applicant to discuss the application. Placements will be made on a rolling basis throughout the winter and spring.

It is not necessary to ask someone associated with YMCA Camp Hi-Rock to fill out one of your reference forms. However, if you do choose to ask someone associated with Hi-Rock, you should make sure that they can provide a written reference and can comment on your abilities based on direct observation and experience (it should be someone who was in your Unit or knows you well).

Although space is limited, we will work very hard to place you into one of our two LIT programs. If your parent has provided deposit payment information with the registration, we will sign you up and mail confirmation materials once you are interviewed and accepted into the program. The fee for the LIT program in 2013 is based on our new Camp For All structure as outlined in the LIT application/registration form. Applicants cannot sign up for the LIT program through the normal camper registration form or via online registration; only a typed or handwritten version of the LIT-specific application form will be accepted.

LIT applicants can request one of two sessions, each lasting 4 weeks. The first session will take place during the first four weeks of the summer (June 23-July 20, 2013) and the second one will take place during the last four weeks of camp (July 21-August 17, 2013). LITs will participate in workshops and experiences designed to build their leadership ability, increase their skill competency, build their self-esteem, and educate them about the needs of children. The Leader in Training program will be run by the Leadership Director, who will work in conjunction with the camp's administrative team.

As part of the program, LITs may go on an adventure trip that includes a hike and a campout along the Appalachian Trail. They may also spend time with the teen leaders at other YMCA camps. They will work together in a variety of team-building activities throughout the program. To develop new skills, they will plan several Evening Programs for the entire camp and help with Weekend Programs. LITs are in training and are not considered to be staff members during the program, nor are they campers. Instead, they are considered to be in a special and unique category with unique privileges, responsibilities, and requirements.

Some of the training topics will include Group Work, Communication, Leadership, Child Abuse Prevention Training, Child Developmental Stages, the Mission of the YMCA, and more. LITs will participate in all of our Emergency Procedure training and will be trained to assist the rest of the staff with a lost swimmer or camper drill.

A recreational day off camp will happen half way through the LIT program. Camp staff members will supervise this and any other trip offsite. Please provide spending money for this trip – Camp is not able to provide any cash from camp store accounts.

Each LIT will be assigned to a cabin group. This will allow them to work directly with campers and to learn from counselors and Unit Directors. During this time spent with their cabin groups, they will be in training, but will also be expected to plan an evening Devotion session and to run a cabin activity. They may also serve as waterfront lookouts, and assist in teaching Coaching Periods. LITs will never have the sole responsibility for supervising a group of campers during their four weeks as an LIT.

Throughout the program, the LITs will be evaluated by their peers and the staff, and will be given feedback to help them become aware of both their strengths and their areas for improvement. At the completion of their four-week program, the LITs will leave camp in order for the next leadership program to begin. If we can accommodate volunteers, the staff and administrators may ask LITs who demonstrate outstanding leadership, are highly skilled, and fully represent the YMCA values of Caring, Honesty, Respect, and Responsibility to stay on as volunteers during the last four weeks of camp. Because some LITs are placed as volunteers, we will conduct criminal offender (CORI) and sexual offender (SORI) background checks on all LIT applicants as appropriate. If an LIT is asked to stay as a volunteer, his or her parents will be mailed a consent form with a detailed description of the volunteer role, which must be signed by both the parent and the volunteer.

Not all LITs are necessarily asked to stay on as volunteers. If you are not asked to stay on as a volunteer, it does not indicate failure for you, or for the program itself. LITs who are not placed as volunteers are welcome to apply for staff positions next summer. Please do not make your summer plans assuming you will be placed as a volunteer. Both the LIT and the parent will be notified of the outcome during the last week of the program. LITs who are not placed as volunteers may apply to participate in the LIT program during the second half of the summer at the full cost of the program.

If you have any questions about the program, please email the Senior Camp Director at seniorcampdirector@camphirock.org, or call (413) 528-1227 x14. Thank you for taking the time to read this letter. I hope you are looking forward to a great summer.

Sincerely,
Tanya Gaudette
Camper Service Specialist



YMCA CAMP HI-ROCK 2013 LIT Application Form

LIT APPLICANT INFORMATION (please print clearly)

Name: _____ Gender: ___ Male ___ Female

DOB(MM/DD/YY): ____/____/____ Age as of June 23, 2013: _____ Grade in 2013-2014: _____

Home Phone Number: (____)____-____ Cell Phone Number: (____)____-____

Home Mailing Address: _____

City: _____ State: _____ Zip: _____ Country: _____ Email Address: _____

Have you ever been convicted of a criminal offense? Yes No If yes, please explain:

Education Information: LITs must have completed their sophomore year or be 16 by the start of summer.

High School Name: _____ Phone Number: _____

High School Address: _____

Session Preference: Leader In Training Program Sessions A & B. Please indicate which program session you would like to attend.

LIT Program A June 23 - July 20 _____ LIT Program B July 21 - August 17 _____

Are you available for all four LIT weeks? Yes No

Survey Questions:

Have you attended Camp Hi-Rock in the past? Yes No If yes, how many summers have you attended? _____

Please list any allergies you have: _____ Are you a vegetarian? Yes No

List all certifications you currently have or will have by the start of the summer. Copies will need to be provided upon arrival.

Certification	Exp. Date	Certification	Exp. Date	Certification	Exp. Date

PARENT/GUARDIAN 1 INFORMATION

Parent / Guardian 1 Name _____ Home Phone (____)____-____

Cell Phone (____)____-____ Email Address _____

Employer _____ Occupation _____ Work Phone (____)____-____

This parent will be considered authorized to pick up the camper unless specified otherwise here:

PARENT/GUARDIAN 2 INFORMATION

Parent / Guardian 2 Name _____ Home Phone (____)____-____

Cell Phone (____)____-____ Email Address _____

Employer _____ Occupation _____ Work Phone (____)____-____

This parent will be considered authorized to pick up the camper unless specified otherwise here:

EMERGENCY CONTACT/AUTHORIZED TO PICK-UP INFORMATION

It is your responsibility to inform the camp office of anyone authorized to pick up your child. We will not release campers to anyone without written authorization and photo ID. If there are any custodial issues of which we should be aware, please inform the camp office in writing. These details will remain confidential but will enable us to act responsibly and within the law. Please have identification available at both check-in and check-out.

Emergency Contact (other than parent/guardian): _____

Emergency Phone Number (____)____-____ Alternate Phone (____)____-____

This contact will be considered authorized to pick up the camper unless specified otherwise here:

Please list names and phone numbers of anyone authorized to pick up your child *other than* the parents or emergency contact indicated above here: _____

IMPORTANT - PLEASE NOTE

- Applicants must submit a completed application, three written references, and participate in a phone interview to be accepted as an LIT.
- Once accepted, the LIT will be mailed additional materials to finalize program registration. LITs are not able to register for camp through the normal Camper Registration Form.
- The law requires us to conduct criminal offender (CORI) and sexual offender (SORI) checks on all persons who may eventually have unsupervised contact with campers.
- The "Dear LIT Applicant and Parent" Letter contains important information concerning the responsibilities of the LITs and other elements of the program. Both the applicant and the parent should read that letter found at the beginning of this application before signing page 3.

ESSAY QUESTIONS Please answer the following questions and attach as many sheets as are necessary to this application. You are welcome to either write or type your responses.

1. If you have attended, what have you gained from your experiences as a YMCA Camp Hi-Rock camper?
2. Why do you want to be an LIT?
3. What do you hope to learn or gain from this program?
4. What character qualities do you possess that would be important as an LIT?
5. If you ran a camp, what would be some of your goals and objectives?
6. What do you see as your greatest accomplishment? Why?
7. Describe your leadership experiences and/or list any leadership trainings you have attended.
8. Please list any extracurricular activities in which you participate.

PERSONAL REFERENCES

List three individuals able to give character references. Do not include relatives. Three reference forms have been included with this application. They may be returned separately by the individuals filling them out, but must be received by YMCA Camp Hi-Rock in order to process this application.

Name _____ Work Phone _____ Home Phone _____

Address (Street, City, State, Zip) _____

Occupation _____ Relationship to Applicant _____

Name _____ Work Phone _____ Home Phone _____

Address (Street, City, State, Zip) _____

Occupation _____ Relationship to Applicant _____

Name _____ Work Phone _____ Home Phone _____

Address (Street, City, State, Zip) _____

Occupation _____ Relationship to Applicant _____

EMPLOYMENT HISTORY List all work experience beginning with your current or most recent position.

Company Name _____ Employed From _____ To _____

Address (Street, City, State, Zip) _____

Name and Title of Immediate Supervisor _____ Telephone _____

Your Title _____ Reason for Leaving _____

Description of Responsibilities _____

Company Name _____ Employed From _____ To _____

Address (Street, City, State, Zip) _____

Name and Title of Immediate Supervisor _____ Telephone _____

Your Title _____ Reason for Leaving _____

Description of Responsibilities _____

YMCA CAMP HI-ROCK

LIT PROGRAM 2013

Camp For All - Our YMCA understands families have different abilities to pay for summer camp. We are committed to making the life-changing experience of summer camp available to all. We have adopted a 4-tier pricing program for our summer overnight camp. Please consider the tier descriptions below and choose the tier that is most suitable for your family. No proof of financial need is needed for tiers 1 - 3. Your selection is confidential and will not affect your child's experience at camp in any way.

Tier 1 - Most accurately reflects the true cost of camp including, but not limited to, general overhead, equipment and facility maintenance, capital improvements and staffing. If you are able to pay this amount, please do so.

Tier 2 - Reflects the basic cost of attending camp including food, staff, program supplies and limited maintenance expenses. This partially subsidized rate is made possible through the efforts of our hard-working volunteers and loyal donors.

Tier 3 - Is a more significantly subsidized rate for families whose children would not otherwise be able to attend camp. It is always our desire to partner with parents in providing a camp experience.

Tier 4 - Is offered to campers with demonstrated need who qualify for financial assistance through our Strong Kids Campership Program.

LIT Programs	Tier 1	Tier 2	Tier 3	Tier 4
Program A 6/23 - 7/20	<input type="checkbox"/> \$ 2,260	<input type="checkbox"/> \$ 2,110	<input type="checkbox"/> \$ 1,960	<input type="checkbox"/> Please complete Financial Assistance Application
Program B 7/21 - 8/17	<input type="checkbox"/> \$ 2,260	<input type="checkbox"/> \$ 2,110	<input type="checkbox"/> \$ 1,960	<input type="checkbox"/> Please complete Financial Assistance Application
Bus Transportation \$130 Round Trip \$65 One-Way	Please specify location and date Transportation is available on the following dates (both to and from camp): <input type="checkbox"/> Sunday 6/23 (to camp only) <input type="checkbox"/> Sunday 7/21 <input type="checkbox"/> Saturday 8/17 (from camp only) <input type="checkbox"/> Fairfield <input type="checkbox"/> Bridgeport <input type="checkbox"/> Manhattan <input type="checkbox"/> White Plains <input type="checkbox"/> Boston			
Airport Transportation \$250 Round Trip \$125 One-Way	All flights must be scheduled with office in advance, and land and depart from JFK or Hartford (Bradley) International Airports . All flights must arrive and depart on Saturdays except for session 1 (session 1 check-in flights should arrive on Sunday, June 23). If other airports or incorrect days are requested a higher charge may be incurred. Please indicate if airport transportation is requested <input type="checkbox"/> To Camp <input type="checkbox"/> From Camp <input type="checkbox"/> Round Trip			

Please consider a contribution to one of our annual support campaigns described below. Camp is possible because of you!

Strong Kids Campaign The Strong Kids Campaign helps make it possible for Camp Hi-Rock to offer a high quality traditional camp experience at a subsidized rate for all children. Funds from the campaign support all youth programs and the Strong Kids Campership Program which provides financial assistance to campers in need. Please consider contributing to this effort to help Hi-Rock provide a strong camp for all children.
 Donation Amount \$ _____

Hi-Rock Forever Fund Contributions to this fund are used to maintain and improve our facilities and equipment and have a direct and immediate impact on each camper's experience. Please consider a donation today to help build and maintain vital facilities and equipment for Hi-Rock campers.
 Donation Amount \$ _____

Please use this space to calculate your fees

Annual YMCA Membership - required	\$ 30
If your camper already has a current facility membership, please write the name and location of the facility here: _____	
Session Fees (total from above)	\$ _____
Bus Transportation	\$ _____
Airport Transportation	\$ _____
Camp Store Deposit	\$ _____
We suggest \$40 per 2-week session; multiples of \$5 please.	
Sibling Tuition Discounts	\$ _____
Subtract \$30 per week for each additional child	
Strong Kids Campaign Donation	\$ _____
Hi-Rock Forever Fund Donation	\$ _____
Total Due (add all fees above)	\$ _____
\$175 non-refundable deposit	\$ -175
Subtract from total due	
Balance due by MAY 1, 2013	\$ _____

Payment Method - VISA/MasterCard/Checks Only

Please choose payment option below
 Note: Registrations will not be processed without deposit and/or approved payment plan.
Full payment is due MAY 1.

Deposit included; balance will be sent by check **MAY 1**
 Deposit included; use credit card for balance **MAY 1**
 Use credit card for deposit; balance to be paid by check **MAY 1**
 Use credit card for deposit now and balance **MAY 1**
 Use credit card for monthly payments from now through **MAY 1**
 Use credit card now for full balance
 Application for financial assistance is included with registration

Name on Card _____
 Card # _____
 Expiration Date _____ 3-digit CVV _____
 Cardholder Signature _____ Date _____

Release and Personal Certification of LIT Applicant

A. I certify that all statements made by me on this application are true to the best of my knowledge and that I have not withheld anything that would, if disclosed, affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude my being considered for the LIT program and may be cause for dismissal from YMCA Camp Hi-Rock. I grant permission to the YMCA to solicit and investigate statements from any person and/or organization with regard to my personal history and prior employment and agree to hold all persons harmless with respect to the information they may give, receive, or publish. I understand the YMCA will conduct a criminal and a sexual offender background check. I hereby waive any right to claim any request or investigation as an invasion of my privacy and will cooperate with any requests for information since they are made with my consent.

B. I certify that I have read the "Dear LIT Applicant and Parent" Letter, and I understand I may not be accepted into this program. If offered a placement, I will conscientiously abide by all camp rules and conditions of the program. I understand that when the program is over I will return home and may not be asked to stay on. I hereby acknowledge that I have read, understand, and agree with all of the above and that I voluntarily sign this application.

Signature of Applicant _____ Date _____

Release and Personal Certification of Parent:

I certify that I have read the "Release and Personal Certification of LIT Applicant" on this form and approve of all language, information, and privacy waivers listed as they pertain to my child. I approve of the YMCA conducting criminal and sexual offender background checks on my child. My child has my full approval to participate in the LIT program. I understand that my child will be living in a cabin with other campers and two staff members. I understand that my child may leave the camp property under the supervision of a staff member and give my permission for this to occur. I certify that I have read the "Dear LIT Applicant and Parent" Letter, and that I understand my child may not be accepted into this program. I understand that if accepted as a LIT, my child may not be asked to stay on as a volunteer after the program ends. I hereby acknowledge that I have read, understand, and agree with all of the above and that I voluntarily sign this application.

Signature of Parent _____ Date _____

Please note the following excerpts from the Parent Handbook and sign page 3 acknowledging you have read the information

The full Parent Handbook can be found on our website at <http://www.camphirock.org/resources.php>.

1. No camper will be admitted to camp without a completed Hi-Rock medical form documenting: a.) a physical examination conducted within one year prior to attendance at camp & signed by a physician; b.) a completed vaccination record showing current compliance with Massachusetts Public Health Code; and c.) a copy of health insurance information.
2. All camp balances are due by May 1 (Day Camp fees due June 1). After the due date, fees are only refundable if camper is unable to attend for medical reasons verified in writing by a physician. **Campers who leave due to homesickness or violation of the Camper Code of Conduct will not be given a refund.**
3. Financial assistance application fees are available upon request.
4. Changes to this form must be made in writing and submitted to the office, including session dates, transportation requests, emergency contacts, specialty activity sign ups, and cabin mate requests.
5. The camp administration will make every attempt to ensure that campers are placed in cabins with other children of the same grade and/or level of social and emotional development. Parents are welcome to contact us to provide any information that will be helpful to this effect. Campers should not expect to be placed in any particular unit since the overall distribution of ages varies each year and each session, depending on enrollment.

Health and Safety Policy Highlights

1. Daily medical care is provided by the medical staff in accordance with our standing orders from our consulting medical practice, Macony P.C. Our medical staff is available 24 hours a day. A sick call is available periodically throughout the day for mildly ill campers. First aid kits are kept in the program areas and the campers' living areas. They are also carried on hikes and overnight trips. The majority of first aid will be administered by the medical staff. The general staff will administer first aid when necessary. Individuals administering first aid are qualified in at least basic first aid. Staff members will call for assistance in any situation where procedure is unclear.
2. Medications of any kind, including over-the-counter medications and vitamins, can only be administered with a current and complete YMCA Camp Hi-Rock Medication Administration Release form, signed by both the parent/guardian and the prescribing physician. All medications will be locked in the camp infirmary. All administration of medication will take place under the direct supervision of camp medical staff. Should a medication be required to be kept on the camper's person, a physician must provide a written authorization for the medication to be with the camper at all times (usually in the case of albuterol or epinephrine). YMCA Camp Hi-Rock has standing orders to administer some typical over-the-counter medications as deemed necessary by our medical staff, including acetaminophen (Tylenol), Benadryl, milk of magnesia, oxygen, VoSol (ear drops), oral glucose, Chloraseptic, activated charcoal, and others as deemed necessary by our consulting physicians.
3. Emergency medical care is administered by the medical staff, and, if necessary, campers will be transported to a hospital or doctor's office for further treatment. In the case where the camp emergency vehicle is inadequate given the patient's needs, or in any other case deemed necessary by camp staff, the Emergency Medical System will be activated.

Financial Assistance Application

Financial Assistance Applications are due April 1st. Applications received after April 1st will only be processed as time allows and may not qualify for assistance for the 2013 season.

YMCA CAMP HI-ROCK

LEADER IN TRAINING APPLICATION

Return to: 162 East Street • Mt. Washington, MA 01258 • (413) 528-1227

Fax: (413) 528-4234 • Email: summer@camphirock.org