



Encino Community Center

4935 Balboa Blvd. * Encino, CA 91316 * Phone: (818) 995-1690

Email: encino.communitycenter@lacity.org



Summer Camp

CIT (Counselor in Training) Application

We are looking for responsible, outgoing, and enthusiastic CIT's ready to dedicate their summer to working with children.

Applicants who do not meet the position guidelines will not be contacted for an interview.

Completed applications are due no later than **Friday, April 18, 2025**. Applications can either be turned into the main office or by email to encino.communitycenter@lacity.org. All applicants will be selected through an interview process. Interviews will be conducted between March-April. CIT positions are limited and are not guaranteed. CIT positions are VOLUNTEER positions and do not guarantee future employment with L.A. City Dept. of Rec. & Parks. A CIT's typical workday runs, Monday-Friday from 8:45am-4:15pm, unless assigned additional hours for extended care and/or field trip days.

Our CIT Program

The CIT training program was designed to enrich the lives of youth in our community by providing a positive and motivational work environment in which they will learn, experience, and grow. Through our program CITs will enjoy working directly with children, assist in the implementation and leading of activities, broaden and expand on their confidence and social skills, gain valuable knowledge that can be utilized in future job interests, and the opportunity to be mentored by our experienced camp directors and lead counselors. The ultimate goal of the CIT program is to help form teens into well-rounded and responsible young adults.

Position Requirements

To be considered for the position applicants must; be 14yrs of age by the first day of camp, commit to a minimum of 6 full camp weeks, and attend all training days listed below. Candidates must have the ability to relate and supervise children ages 3-13yrs and must possess the ability to take direction and accept responsibilities. CITs must demonstrate a more mature level of understanding than campers.

Please note: There is a one-time fee of \$150.00 for all CITs accepted into the program which covers the cost of supplies, materials, and the required training courses. There is **NO** other cost to participate in the program. CIT training courses are scheduled for **Tues., May 20th & Thurs., May 22nd from 6:00pm-7:30pm**, and the All Staff Camp Training is scheduled on **Sat., June 7th from 9:30am-5:30pm**. Dates and times are subject to change.

If you have any questions regarding the position for which you are applying, please do not hesitate to contact me.

Thank you,

Hannah Ben-Nun

Camp Encino Camp Director

Office Phone: (818) 995-1690 • **e-mail:** encino.communitycenter@lacity.org



Los Angeles City Department of Recreation and Parks

Camp Encino

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CIT Summer Camp Application

Counselor in Training (CIT) (volunteer position)

Participant must be at least 14 years of age by the start of camp.

Application Date ____ / ____ / ____

All CIT's are required to be available a minimum of 6 full weeks in the summer, Monday-Friday from 8:45am-4:15pm and Wednesdays from 7:30am-6:00pm.

General Information

Are you available and would like to work the 9 weeks of summer, June 11 thru August 8? YES / NO

If you circled NO, please indicate the 6 weeks you are available by placing an X in the box to the right of the week.

Week 1	June 11 - June 13	
Week 2	June 16 - June 20	
Week 3	June 23 - June 27	

Week 4	June 30 - July 3	
Week 5	July 7 - July 11	
Week 6	July 14 - July 18	

Week 7	July 21 - July 25	
Week 8	July 28 - Aug. 1	
Week 9	Aug. 4 - Aug. 8	

Personal Information

Name:	LAST	MIDDLE	FIRST	AGE	BIRTHDATE	SEX
Address:	NUMBER	STREET	CITY	STATE	ZIP	
E-mail Address:	E-MAIL ADDRESS		CELL TELEPHONE		HOME TELEPHONE	

Emergency Contact

Name:	LAST	FIRST	RELATION	CELL TELEPHONE	HOME TELEPHONE
Address:	NUMBER	STREET	CITY	STATE	ZIP

Current Education

Name of School	Grade	Last Day of School	Date School Begins in Fall

Related Work Experience (with children)

May we contact them? Yes / No

Employer's Name	Phone Number	Job Duties	Employment Dates

Please give a brief description of why you are applying for this position; _____

PLEASE CONTINUE ON BACK

CIT Summer Camp Application

References (optional)

May we contact them? Yes / No

Name	Phone Number	Relation	Length of Relation

Youth Services, Clubs, Agencies, Organizations in which you belong or lead;

Activities Please check off any activities you have taken part in regularly.

PERFORMING ARTS		ARTS & CRAFTS		GAMES & SPORTS		CAMPING/OUTDOOR	
<input type="checkbox"/>	Acting	<input type="checkbox"/>	Cooking	<input type="checkbox"/>	Badminton	<input type="checkbox"/>	Cooking BBQ
<input type="checkbox"/>	Creative Drama	<input type="checkbox"/>	Ceramics	<input type="checkbox"/>	Baseball	<input type="checkbox"/>	Pitching Tents
<input type="checkbox"/>	Improvisation	<input type="checkbox"/>	Drawing	<input type="checkbox"/>	Basketball	<input type="checkbox"/>	Trail Marking
<input type="checkbox"/>	Puppetry	<input type="checkbox"/>	Jewelry	<input type="checkbox"/>	Dodgeball	<input type="checkbox"/>	Song Leading
<input type="checkbox"/>	Skits	<input type="checkbox"/>	Knitting / Crochet	<input type="checkbox"/>	Cheerleading	<input type="checkbox"/>	Games
<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Lanyards	<input type="checkbox"/>	Football	<input type="checkbox"/>	Map Reading
DANCE		<input type="checkbox"/>	Leather	<input type="checkbox"/>	Golf	<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Ballet	<input type="checkbox"/>	Model Building	<input type="checkbox"/>	Hockey	MARTIAL ARTS	
<input type="checkbox"/>	Baton	<input type="checkbox"/>	Nature Crafts	<input type="checkbox"/>	Ice Skating	<input type="checkbox"/>	Aikido
<input type="checkbox"/>	Country Dancing	<input type="checkbox"/>	Origami	<input type="checkbox"/>	Jump Rope/Hop Scotch	<input type="checkbox"/>	Judo
<input type="checkbox"/>	Hawaiian Dance	<input type="checkbox"/>	Painting	<input type="checkbox"/>	Roller Skating	<input type="checkbox"/>	Karate
<input type="checkbox"/>	Hip Hop	<input type="checkbox"/>	Sewing	<input type="checkbox"/>	Soccer	<input type="checkbox"/>	Kung Fu
<input type="checkbox"/>	Jazz	<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Softball	<input type="checkbox"/>	Jiu Jitsu
<input type="checkbox"/>	Square Dancing	PHYSICAL FITNESS		<input type="checkbox"/>	Swimming	<input type="checkbox"/>	Self Defense
<input type="checkbox"/>	Tap	<input type="checkbox"/>	Aerobics	<input type="checkbox"/>	Tennis	<input type="checkbox"/>	Tai Chi
<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Cycling	<input type="checkbox"/>	Track-n-Field	<input type="checkbox"/>	Other_____
MUSIC		<input type="checkbox"/>	Gymnastics	<input type="checkbox"/>	Volleyball	OTHER SKILLS	
<input type="checkbox"/>	Drums	<input type="checkbox"/>	Jogging / Running	<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Microsoft Excel
<input type="checkbox"/>	Guitar	<input type="checkbox"/>	Kick Boxing	ENRICHMENT		<input type="checkbox"/>	Microsoft Publisher
<input type="checkbox"/>	Piano	<input type="checkbox"/>	Stretching	<input type="checkbox"/>	Design	<input type="checkbox"/>	Microsoft Word
<input type="checkbox"/>	Rhythm Band	<input type="checkbox"/>	Weight Lifting	<input type="checkbox"/>	Photography	<input type="checkbox"/>	Typing WPM_____
<input type="checkbox"/>	Singing / Voice	<input type="checkbox"/>	Yoga	<input type="checkbox"/>	Science	<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Violin	<input type="checkbox"/>	Zumba	<input type="checkbox"/>	STEM	<input type="checkbox"/>	Other_____
<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Other_____	<input type="checkbox"/>	Other_____