



**City of Lake Elsinore's Community Services Department**  
117 S. Langstaff St. Lake Elsinore, Ca 92530  
(951)674-3124 ext: 290

Dear 2023 Leader in Training Applicant,

Greetings from Lake Elsinore's Community Services Department! We are thrilled you want to become an integral member of our summer team. This packet is intended to provide you with detailed information about the LIT application processes. Please carefully read all application information and be sure to make note of important dates and requirements.

Interviews are tentatively scheduled to occur virtually on **May 23, 2023**.

### **Leader in Training Program**

The primary goal of Lake Elsinore's Leaders in Training Program (LIT) is to create and foster leadership through hands-on experience at our day camps and Youth Room. While anyone between the ages of 13-16 may apply, we would like to remind all applicants that space is limited and acceptance into the program will be based on answers to supplemental questions, availability, and interviews, if necessary. Any teen with a strong desire to work with children is encouraged to apply. Successful LITs are generally enthusiastic, dedicated, and devoted to providing our camp participants with a memorable experience.

### **What is a Leader in Training?**

Leaders in Training are invaluable members of our winter day camp team as they provide support to our recreation leaders. Volunteers are trained in supervision, safety, problem-solving, and leading camp activities. They will receive on-the-job training and job skills that are not available through other mediums and will assist staff with leading camp activities. At the end of each week, volunteers will receive evaluations of their participation and suggestions for areas of improvement. Teens who want to cultivate their leadership skills are encouraged to volunteer all for multiple weeks of Summer Camp.

By the end of the camp, our goal is for volunteers to feel more confident in themselves, their leadership style, and be able to successfully prepare for the workforce.

## **Requirements & Expectations**

Volunteers that are admitted to the program will be expected to meet the following requirements:

- Must be at least 13 years old by **June 12, 2023** (day of orientation/training).
- Volunteer for a minimum of 2 weeks.
- Responsible for own transportation to and from program sites.

## **Application Checklist:**

- LIT Program Application submitted by **Tuesday, May 16, 2023**.
- Signed Waivers and Liability Forms
- Supplement Questions
- Two (2) references from non-family members.
- Payment of \$20 will be collected once volunteers are accepted into the program

## **Selection of Leaders in Training:**

We will be using the answers to the supplemental questions and interview performance to select our LIT team. We will also look at an applicant's availability to determine acceptance into the program.

**City of Lake Elsinore Community Services Department**  
**Leaders in Training Program – Summer 2023 Application**

Applicant Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Adult T-shirt size:                      S           M           L           XL           XXL

*(If selected, LITs will be given t-shirts to be worn during program hours)*

LIT Applicant Phone #: (\_\_\_\_) \_\_\_\_\_ LIT Email: \_\_\_\_\_

How did you hear about the LIT Program? \_\_\_\_\_

Returning LIT Applicants only: Yes, I was previously an LIT (please list year): \_\_\_\_\_

Parent/Guardian Contact Name: \_\_\_\_\_

Parent/Guardian #: (\_\_\_\_) \_\_\_\_\_ Parent/Guardian Email: \_\_\_\_\_

**Availability Information**

Which sessions are you available? You may also sign up for more than one session!

<u>Session 1:</u>	<u>Session 2:</u>	<u>Session 3:</u>	<u>Session 4:</u>	<u>Session 5:</u>	<u>Session 6:</u>
06/12 – 06/16	06/19 - 06/23	06/26 - 06/29	07/10 - 07/14	07/17 - 07/21	07/24 - 07/28

**You must choose weeks and times you are fully available.**

**Supplemental Questions**

***Please type your answers to the following questions on a separate sheet of paper.***

1. Why are you interested in becoming a LIT?
2. What qualities do you have that would make you an asset to the LIT Program?
3. What will you find challenging as a LIT and how will you handle those challenges?

## **LIT Agreement**

I, \_\_\_\_\_, (applicant name) agree to attend and participate in the Leaders in Training in-service training and to come to my shifts. I understand that I will be removed from the program if I continually miss my shifts, or if I fail to meet the program standards. I also acknowledge that the answers to the supplemental questions are my original thoughts.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

I agree to volunteer my services to the City of Lake Elsinore. I acknowledge that there is no salary or other compensation for my services as a volunteer. I understand that any changes to my pre-set schedule are subject to the approval, in advance, by an authorized representative of the City. I understand that during the course & scope of my volunteer services to the City, I will be covered under the City's Workers' Compensation self-insurance program. I also understand & agree that my sole remedy for any injury that I may sustain during the course and scope of my volunteer services to the City, which is covered by Workers' Compensation, shall be through the City's Workers' Compensation self-insurance coverage. I waive any other right or remedy that I may have available to me for any injuries occurring in the course & scope of my volunteer service. I also acknowledge & agree that my services are provided for the benefit of the City and may be terminated for any reason or for no reason and at any time by the City without notice or hearing. I hereby certify that all statements I have made on this application are true, complete, and correct to the best of my knowledge and belief and that misstatements, omissions, or falsification of material facts will be considered cause for termination of my volunteer assignment with the City of Lake Elsinore.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### **If Under 18 Years of Age,**

Parent's/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

The City of Lake Elsinore is an equal opportunity employer and does not discriminate in employment or volunteer assignments on the basis of a person's race, religious creed, color, national origin, ancestry, mental or physical disability, medical condition (cancer), marital status, sex, age or sexual orientation. Candidates with a disability, which may require special assistance in any phase of the application or testing process, should advise the City of Lake Elsinore Human Resources upon submittal of application. Documentation of the need for accommodation must accompany the request.

**CITY OF LAKE ELSINORE**  
**Leader-in-Training Contract**

By signing the following contract, I, \_\_\_\_\_ agree that I understand and accept the requirements and responsibilities that accompany being a Leader-in-Training and agree to the following rules and expectations.

- I will follow and enforce all camp rules as outlined by camp staff.
- I will maintain a positive attitude.
- I will use appropriate language at all times.
- I will be camp appropriate even when campers are not present (i.e. during training, on my breaks, etc.)
- Bullying of campers or fellow L.I.T.s will not be tolerated and may result in my termination.
- I will strive to support and encourage campers and fellow L.I.T.s.
- I understand that camp exists for the enjoyment of the campers and not for me.
- I will make campers my priority.
- I understand that campers look up to me and so I will serve as a positive role model at all times.
- I realize that recreation leaders rely on me to help camp run smoothly and so I will follow through on my tasks and responsibilities to the best of my ability.
- I will ask for help when I need it or when I'm not sure what to do. I know that staff is there to support me.
- I will only use my cell phone during scheduled breaks.
- I will wear my L.I.T. shirt whenever I am at camp.

In a worst case scenario, failure to abide by these rules and guidelines may result in my immediate termination from the program. Lesser circumstances may result in being put on a behavioral contract and probationary status. This means that you must abide by the terms and conditions of the behavioral contract in order to continue to serve as an L.I.T.

L.I.T. Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_