



## Summer Camp Counselor-in-Training

Teatown Lake Reservation, the largest community supported, non-profit environmental education center in Westchester County, New York is seeking a seasonal **Counselor-in-Training (CIT)** to work as part of the camp team during our eight-week summer camp. This position requires an outgoing, nature-loving person who will assist camp groups as they explore, develop friendships, and learn to respect all living things. Ideal candidates will have interest in the natural sciences and working with children ages four through seven.

**Position Summary:** Teatown's CIT program is a great way for young teens to continue their exposure to Teatown and progress beyond the camper experience. This program is designed to recruit former campers, Teen and Teatown members, and other teens interested in working as summer camp counselors in the future. Camp will take place Monday through Friday, 9am-3pm. The CIT will work closely with a Hiking and Activity Leader and Junior Counselor team.

### Principal Duties and Responsibilities:

1. Assist the Senior Counselor with daily supervision and care of campers.
2. Serve as a positive and mature role model to all campers.
3. Assist with set-up and clean-up of daily activities.
4. Willingness to accept the guidance and supervision of the Camp Directors and other supervisory staff.

### Position Requirements/Qualifications:

1. Must be 15 years old as of June 1 and have at least two years of summer camp experience as a camper,
2. Must like working with young children,
3. Demonstrated ability to get along with peers, and handle responsibilities and challenges as they arise.
4. Available for one two-week camp session.
5. Must submit two reference letters – teacher, coach, Scout leader, etc. (recommendations from relatives are not acceptable).
6. Attend one day of staff training on the afternoon of June 24, 2025.

**Work Schedule:** This is a seasonal position of approximately 7 hours of work per day Monday through Friday, June 30-August 22, 2025 (excluding July 4<sup>th</sup>). This position will be performed in person and on-site at Teatown Lake Reservation between the hours of 8:30am - 3:30pm.

**Training Plan:** Attendance during a two-hour training session during the week of June 23-27, 2025 is required.

**To Apply:**

- Send completed application along with two reference letters to Caroline Erb, Environmental Art Educator, [cerb@teatown.org](mailto:cerb@teatown.org). No calls please. An interview will be scheduled after a review of complete applications. CITs will be notified of their acceptance by early June. A current health examination and completed health form is required of all accepted participants.

This position has an anticipated start date of June 2025. Position remains open until filled. Teatown Lake Reservation is an Equal Opportunity Employer. We are committed to a diverse and inclusive environment for all employees.



1600 Spring Valley Rd  
Ossining, NY 10562

P (914) 762-2912  
F (914) 762-2890

teatown.org  
info@teatown.org

## Counselor-in-Training Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

DOB: \_\_\_\_\_ T-shirt size: \_\_\_\_\_

Primary phone number: \_\_\_\_\_

Primary e-mail address: \_\_\_\_\_

1. Were you a Teatown Camper? For how long?
2. If not, did you attend another summer camp? Please list any you attended here.
3. Why do you want to be a CIT?
4. What did you enjoy most about camp?
5. Do you have any special skills, talents, or hobbies?
6. What experience do you have working with members of your own age and peer group?
7. Do you have any experience working with children?

Please return this form with two letters of reference and \$425 for the training fee\* by May 16, 2025 to:

Caroline Erb  
Teatown Lake Reservation  
1600 Spring Valley Rd.  
Ossining, NY 10562  
cerb@teatown.org

Applicants must be 15 years old by June 1, 2025.

Counselors-in-Training must attend a one-day orientation and be able to volunteer for one two-week session of camp. Camp sessions for 2025 are below. Every effort will be made to accommodate personal schedules. Final decisions regarding staffing are at the discretion of the Camp Director. Please check off the sessions for which you are available:

- |                          |  |                          |  |
|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Session 1: June 30 – July 11 (no camp July | <input type="checkbox"/> | 4 <sup>th</sup> ) Session 2: July 14 – July 25 |
| <input type="checkbox"/> | Session 3: July 28 – Aug 8                 | <input type="checkbox"/> | Session 4: Aug 11 – Aug 22                     |

Teatown Lake Reservation is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief, disability, or familial status.

\* Applicant fees will be processed after CIT is accepted into the program.