



Antiochian Village 2012

201 Saint Ignatius Trail, Bolivar, PA 15923
phone: 724-238-9565 — fax 724-238-6415
E-mail: CampOffice@antiochianvillage.org
<http://www.antiochianvillage.org/camp>



Counselor-in-Training (CIT) Application Instructions for ages 17-18

Dear CIT Applicant and Parent,

We are excited about the upcoming camping season in the year 2012. This sheet contains vital information regarding the registration process. Please note that this year CITs may only apply via the paper application process; there is **no** online registration for CITs. This application does **not** reserve a spot for CIT applicants who are not selected and who wish to attend as campers. Please read all of the instructions carefully before filling out the CIT Application. If selected as a CIT, the confirmation email will contain a link to our website so that you may download the Camper/Parent Handbook and necessary forms to assist you and your child in preparation for the summer camp experience. It will include the medical and billing information, and instructions of things to expect and how to get ready for the summer. Please note that camper/CIT standing will be pending until receipt of all fees by the May 1 deadline and the completed Health History Form that is to be returned at least two weeks prior to arrival at camp.

**** We anticipate a greater number of applicants for CIT positions this coming summer than in past years. Applications will be judged based on the following: the neatness, promptness and completeness of the application; the insight provided by the essay; and the testimony of the references. Please see the section below on CIT Selection for more information about the application and selection process.*

While we want every child to have the Village experience, we know that we can only accommodate so many children during summer camp. However, to continue to accommodate the growing demand for summer camp, we have developed other programs here at the Village to provide this same experience. These programs include Family Camp, offered during Memorial Day weekend and Family Camp: *Homeschool Edition* the last weekend of August where you and your whole family can enjoy the Village experience, and our Sacred Arts programs, Iconography Camp and Byzantine Chanting Camp. We also have Winter Camp retreats offered in January and February for teenagers. In addition to programs here at the Village, we are also supporting the development of other camping programs throughout our Archdiocese. Please contact the camp office or the Department of Camping website at <http://www.antiochian.org/camps> for more information regarding these programs.

Please know that the demand for camp is great and space fills up quickly.

We pray that you all have a wonderful year, and look forward to seeing you soon at the Village!

Yours in Christ,

V. Rev. Anthony G. Yazge
Camp Director

Counselors-in-Training (CIT) Selection: Those who are 17 or 18 years of age may apply to be selected as a Counselor-in-Training (CIT). CITs are assigned to a veteran counselor and are delegated responsibilities in the supervision of younger campers, for which they are compensated by a reduced camper fee. The deadline to apply to be a CIT is March 1, 2012. After careful consideration, up to 15 CIT positions per session will be chosen. Email notification of selection will be sent prior to April 1. If you are not selected as a CIT, the deposit will be returned.

CIT applicants that are 17 years old may also choose to register as a camper in case they are not selected as a CIT. Camper spots are reserved on a first come first serve basis. Therefore, we encourage you to register online as soon as possible if you wish to be a camper. Only one deposit needs to be made for both applications.

CIT applicants that are 18 years old may also choose to apply for a staff position. If selected as staff, the CIT deposit will be returned. A separate staff application due by February 1 must be submitted to be considered for a staff position.

CIT References: All CIT applications must include three references: one from your parish priest, one by a former or current teacher or coach, and one personal reference from an adult whom you have known for at least three years—someone with whom you are in daily or regular contact. The forms are included with this application packet and it is the applicant's responsibility to see that they either collect the completed, sealed references and include them with the application or make sure they are returned to the Village by the March 1, 2012 deadline. Please follow the confidentiality instructions carefully.

Application: For an application to be considered, we must receive both 1) a fully-completed Application Form and 2) either a \$100 deposit, or the Department of Camping receives a copy of your parish's St. Ignatius Scholarship Form, signed by your parish priest, noting your CIT as a recipient. The CIT fee is \$400. Please make all payments in U.S. Funds only. Balance of payment is due by May 1, or the CIT's spot may be forfeited. All balances will be billed to the camper's parents, regardless of any parish subsidies.

Cancellation: We appreciate prompt notification if a CIT must cancel. Cancellations before June 1 will receive a full refund less the deposit. After June 1, refunds of tuition payments may be requested in writing and will only be granted if a replacement for the open spot is found, except in cases of family emergency.

Scholarships: Each parish in the Antiochian Archdiocese is provided with \$700 in scholarship funds from the Order of St. Ignatius of Antioch. Your parish priest determines the disbursement of these funds and can be consulted for all details. In addition to these funds, additional scholarship funds are available from the Antiochian Village and can be requested by completing the AV Additional Scholarship Form that may be downloaded from the camp website. All Scholarship Forms must be postmarked by March 1 to receive consideration. Notification of additional scholarship awards will be sent by April 1.

Insurance: All CITs should be covered by their family policy. While the Village will act as guarantor, any costs incurred by the Camp in providing required treatment for doctor's appointments, prescriptions, etc., will be billed to the parents.

Medical Information: Once registered, you will receive via email the link to download the Health History & Examination Form. This medical form must be filled out in its entirety by you and the CIT's doctor, and mailed to our office no later than two weeks prior to arrival or the CIT's spot may be forfeited. **There will be a \$25 fee for any forms received late.**

Billing Information: **Balance of all payments is due on May 1**, or the CIT's spot may be forfeited. All balances will be billed to the CIT's parents, regardless of any parish subsidies. Please note that there will likely be a waiting list for CITs due to the number of applicants, and any selected CIT with outstanding balances or missing medical forms after May 1 may forfeit their spot to a CIT on the waiting list.

Transportation to the Village: The Village provides round-trip ground transportation for CITs flying into the Pittsburgh airport, or arriving by bus or train. Campers and CITs are met at the gate upon arrival and escorted back to the gate for departure by a uniformed staff member. More details are provided in the Camper/Parent Handbook available on our website. Parents are responsible for notifying the camp of all travel arrangements no later than two (2) weeks prior to arrival. **There will be a \$25 fee assessed for any travel arrangements received late.**

Photos/DVDs: An 8" x 10" all-camp picture and a 5" x 7" unique cabin picture will be taken during the camping session. Also, a souvenir video will be taped during each camping session. There is a \$15 fee for each set of photographs and a \$20 fee for each DVD. Because only one video is produced for each camp session, you may wish to order only one video if sending more than one child. However, pictures orders include an 8"x10" camp picture and a 5"x7" picture of the CIT's cabin.

Camp Activities: Life at camp takes full advantage of our outdoor setting. Activities include field sports, horseback riding, Challenge Ropes Course, archery, swimming, canoeing, overnight camping on-site for all ages. Rainy days are a frequent occurrence, so rain gear is a must.

Conduct: All CITs are expected to act in ways appropriate to an Orthodox Christian setting. While all disciplinary action will be taken to attempt resolution on site, the Camp Director reserves the right to immediately dismiss CITs for gross violations of camp rules. Parents will be responsible for arranging and covering costs for their child's early departure.

Camper Emails: Parents may purchase a package of five (5) emails for \$5.00, to be able to email their child(ren) while at camp. Parents may purchase these emails at the time of registration, and will be able to log-in via the Antiochian Village website to send email to their child(ren). Campers are not be able to send responses.

More information: Correspondence most commonly occurs via email. Please be sure correct email addresses for both camper and parent are included on the registration form. Also, please be sure to list our email address (CampOffice@antiochianvillage.org) as a safe sender so correspondence from our office is not tagged as spam.



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Counselor-In-Training (CIT) Application (17-18 Years of Age)

Please attach a recent
 photograph of yourself
 here

CIT Information

NAME: _____
Preferred First Name Last Name Legal First Name (if different)

DATE OF BIRTH: _____ / _____ / _____ Female Male
Month Day Year

ADDRESS: _____
Street (include Apt. No.)

City State/Province ZIP+4 Country

CIT E-MAIL: _____

FATHER'S NAME: _____ FATHER'S EMAIL: _____

FATHER'S HOME NO. (____) _____ FATHER'S WORK NO. (____) _____

FATHER'S MOBILE NO. (____) _____ MOTHER'S MOBILE NO. (____) _____

MOTHER'S NAME: _____ MOTHER'S EMAIL: _____

MOTHER'S HOME NO. (____) _____ MOTHER'S WORK NO. (____) _____

PARISH NAME: _____ CITY _____ ST/PR _____

EMERGENCY CONTACT NAME: _____

RELATIONSHIP TO CIT: _____ (____) _____ (Mobile)

EMERGENCY PHONE NO. (____) _____ (Home) (____) _____ (Work)

Please indicate which email address should be our primary contact email: Father's email Mother's email

Sessions

Please consider indicating more than one session, in order of your desired preference, in case your first choice is filled (1=first choice, 2=second choice, etc). However, CITs may only attend one session.

✓	Session Number	Session Dates	Tuition Fee
	Session 1 (2 weeks)	June 17 — June 29, 2012	\$400
	Session 2 (2 weeks)	July 1 — July 13, 2012	\$400
	Session 3 (2 weeks)	July 15 — July 27, 2012	\$400
	Session 4 (2 weeks)	July 29 — August 10, 2012	\$400

References

In addition to my parish priest, I have given the two remaining Reference Forms to the following persons:

Current/Former Teacher or Coach: _____ Phone #: _____
Name

Personal Reference: _____ Phone #: _____
(Known 3 or more years) Name

Essay

Please enclose a one-page essay with your application. It should include the following:

- 1) a brief biographical sketch, 2) what you hope to offer to the Campers who will be placed in your care, and 3) what you hope to gain by serving as a CIT at the Village.

Photographs / Video

An 8" x 10" all-camp picture and a 5" x 7" cabin group picture will be taken during the Camping Session. Also, a souvenir video will be taped during each camping session. There is a \$15.00 fee for each set of photographs and a \$20.00 fee for each DVD.

Parents may log-in to our website to send emails to their CIT while he/she is at camp. Emails are sold in packages of five (5) emails for \$5.00.

I would like to order: PHOTO (\$15) DVD (\$20) 5 CAMPER EMAILS (\$5) 10 CAMPER EMAILS (\$10)

Transportation

- My child's travel arrangements have yet to be finalized and I will send the information no later than two weeks before arrival at camp.
- My child will arrive at Camp by: Driving In Airplane Other _____

If your CIT is arriving via a method other than by car, please have any pertinent information submitted to the Village no later than two (2) weeks prior to arrival. Travel information, which is the responsibility of the parent, may be either emailed to campoffice@antiochianvillage.org or sent via regular mail. Information received late is subject to a \$25 late fee.

Registration Agreement

I understand that if my child is registered for camp this summer as a CIT I will receive a link for the Camper/Parent Handbook via email which will include important information to prepare both myself and my child for the summer. I agree to read this material and review it with my CIT. I understand that there will be forms and information that needs to be returned to the Antiochian Village according to dates listed on the CIT Application Instructions sheet, and **all fees must be paid in full by May 1, 2012, or my child's spot may be forfeited and given to a child on the waiting list.**

I have read, understand, and agree to all of the application instructions given in the attached sheet. **Enclosed is a \$100 non-refundable non-transferable deposit check or money order made payable to the Antiochian Village** or a copy of my parish's signed St. Ignatius Scholarship Form noting my child as a recipient. I understand that in the event my child is not accepted as a CIT and my child does not attend camp as a camper that my \$100 deposit will be returned to me.

Parent Signature _____

Date ____/____/____

NON-DISCRIMINATORY NOTICE: The Antiochian Village does not and will not discriminate against any student, employee, or other person because of race, color, religious creed, ancestry, national origin, age, sex, veteran's status, or disability.

CIT Checklist

Is my application complete? Did I.....

- ____ fill out all portions of the application neatly?
- ____ indicate my 1st preference of session and also list an alternative session as backup?
- ____ attach a recent photograph?
- ____ include the essay portion of the application?
- ____ confirm that all my references sent in their recommendation?
- ____ include the \$100 deposit with my application?
- ____ ensure that everything was received at Antiochian Village by the March 1 deadline?

Part 2: Narrative Report

1. How would you describe the applicant's participation at Liturgical services?

- Frequently Regularly Attends sporadically Never attends

Comments: _____

2. How would you describe the applicant's participation in the Sacraments (Confession and Communion)?

- Regularly Infrequently Almost never Never

Comments: _____

3. In which parish organizations has the applicant been active (circle as many as apply):

Youth Group Choir Altar Server Church School Teacher

Other: _____

4. Please comment about the applicant's Christian education:

- Solid understanding of the Faith Understands some aspects of the Faith Little understanding

Comments: _____

5. Do you have any concern(s) about the applicant in regards to serving as a CIT at Antiochian Village?

6. How would you recommend this applicant for a position at the Antiochian Village?

- Without reservation With reservation Not at all

7. Please make any additional comments you think might be helpful to us in determining whether this applicant has the qualifications to be a Counselor-in-Training and a moral, Christian model among his/her peers.

Comments: _____

To the best of my knowledge, all statements made or indicated on this Reference Form are true and represent my honest appraisal of the qualifications of the applicant.

(Signature of Reference Writer)

If needed, may we contact you for more information? Yes No

Daytime Phone Number: _____

(Print Name)

Email Address: _____



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Current/Former Teacher or Coach Reference Form for Counselor-in-Training (CIT)

INSTRUCTIONS FOR APPLICANT:

Please complete this part before giving it to your reference writer:
I, the undersigned, have agreed to waive my right to read this reference. After my reference writer completes this form, I will collect this reference inside an envelope with my reference's signature over the sealed flap, and I will either send it together with all other application materials, or arrange to have it sent directly to the camp by the **March 1** deadline.

_____ Applicant's Name

_____ Applicant's Signature

____/____/____ Date

INSTRUCTIONS FOR REFERENCE WRITER: After completing this form, please place it in an envelope and sign your name over the sealed outside flap, and return to the applicant. Your prompt completion of the form is greatly appreciated. If you prefer, you may mail the form directly to us at the above address. Thank you for your time and your valued assistance.

How long have you known the applicant? _____

In what capacity? Please check one: _____ Coach _____ Teacher

How recently have you been in regular contact with him/her? _____

Part 1: Narrative Evaluation

1. What talents or strengths do you think the applicant will bring to the summer camp setting? _____

2. CITs often face challenges during their time at camp. Some challenges are a result of new responsibilities placed on an individual as he/she transitions from being a camper into a position of leadership. Other challenges stem from personal weaknesses which all human beings have. Which difficulties do you think the applicant would be most likely to encounter if selected to be a CIT, based on his or her unique challenges?

Part 2: Rating of Personal Qualities

No one candidate will excel in all areas listed below. Please candidly evaluate the applicant based on your observed knowledge using the following scale definitions. Please circle one for each category.

<i>In my opinion, the applicant:</i>	<i>Completely Agree</i>	<i>Agree</i>	<i>Somewhat Agree</i>	<i>Disagree</i>	<i>Completely Disagree</i>	<i>No basis for rating</i>
Can be depended on to follow through with responsibilities	5	4	3	2	1	NB
Seems more mature than his/her peers	5	4	3	2	1	NB
Is considered by most to be a motivated person	5	4	3	2	1	NB
Is perceptive to situations going on in his/her surroundings	5	4	3	2	1	NB
Shows initiative in taking on responsibility	5	4	3	2	1	NB
Demonstrates good judgment in decision making	5	4	3	2	1	NB
Shows leadership in either official and/or unofficial capacities	5	4	3	2	1	NB
Is sensitive to the needs of others	5	4	3	2	1	NB
Should not be entrusted with the care of children	5	4	3	2	1	NB
Demonstrates good problem solving skills	5	4	3	2	1	NB
Manages his or her time well	5	4	3	2	1	NB
Works as a team member	5	4	3	2	1	NB
Would probably respond well in crisis situations	5	4	3	2	1	NB
Would be easily entrusted with the care of my own children	5	4	3	2	1	NB
Has difficulty taking direction from those in authority	5	4	3	2	1	NB
Is a source of inspiration to others	5	4	3	2	1	NB
Gets along well with most people	5	4	3	2	1	NB

Additional comments:

If needed, may we contact you for further information? Yes No

Name: _____ Daytime Phone Number: _____

Address: _____ Email Address: _____

City, St/Pr, Zip _____

To the best of my knowledge, all statements made or indicated on this Reference Form are true and represent my honest appraisal of the qualifications of the applicant.

Signature of Reference Writer

_____/_____/_____
Date



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Personal Reference *(Known 3 or more years)* Reference Form for Counselor-in-Training (CIT)

INSTRUCTIONS FOR APPLICANT:

Please complete this part before giving it to your reference writer:

I, the undersigned, have agreed to waive my right to read this reference. After my reference writer completes this form, I will collect this reference inside an envelope with my reference's signature over the sealed flap, and I will either send it together with all other application materials, or arrange to have it sent directly to the camp by the **March 1** deadline.

_____ / _____
Applicant's Name

_____ / _____
Applicant's Signature

____/____/____
Date

INSTRUCTIONS FOR REFERENCE WRITER: After completing this form, please place it in an envelope and sign your name over the sealed outside flap, and return to the applicant. Your prompt completion of the form is greatly appreciated. If you prefer, you may mail the form directly to us at the above address. Thank you for your time and your valued assistance.

How long have you known the applicant? _____

In what capacity? _____

How recently have you been in regular contact with him/her? _____

Part 1: Narrative Evaluation

1. What talents or strengths do you think the applicant will bring to the camp setting? _____

2. CITs often face challenges during their time at camp. Some challenges are a result of new responsibilities placed on an individual as he/she transitions from being a camper into a position of leadership. Other challenges stem from personal weaknesses which all human beings have. Which difficulties do you think the applicant would be most likely to encounter if selected to be a CIT, based on his or her unique challenges?

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Is perceptive to situations going on in his/her surroundings	5	4	3	2	1	NB
Demonstrates good judgment in decision making	5	4	3	2	1	NB
Shows leadership in either official and/or unofficial capacities	5	4	3	2	1	NB
Is sensitive to the needs of others	5	4	3	2	1	NB
Should not be entrusted with the care of children	5	4	3	2	1	NB
Manages his or her time well	5	4	3	2	1	NB
Works as a team member	5	4	3	2	1	NB
Would probably respond well in crisis situations	5	4	3	2	1	NB
Would be easily entrusted with the care of my own children	5	4	3	2	1	NB
Has difficulty taking direction from those in authority	5	4	3	2	1	NB
Is a source of inspiration to others	5	4	3	2	1	NB
Gets along well with most people	5	4	3	2	1	NB

How have you seen this person grow and mature over the past 3 years?

Additional comments:

If needed, may we contact you for further information? Yes No

Name: _____ Daytime Phone Number: _____

Address: _____ Email Address: _____

City, St/Pr, Zip _____

To the best of my knowledge, all statements made or indicated on this Reference Form are true and represent my honest appraisal of the qualifications of the applicant.

Signature of Reference Writer

____/____/_____
Date