

# LEADER IN TRAINING/JUNIOR LEADERSHIP PROGRAM

**SUMMER 2017**

*Applications  
will be accepted  
between March 15th  
and April 15th at the  
front desk.*

“A volunteer styled program that helps young individuals to learn leadership skills in a recreational environment.”

**CAMP  
WESTWOOD**



**2017**

## **FOR MORE INFORMATION CONTACT:**

campwestwood@gmail.com or

902-826-2100 ext. 10

St. Margaret's Centre,

12 Westwood Blvd,

Upper Tantallon, NS

**We are only accepting 20 individuals this year so apply now!**

# RULES OF THE ST. MARGARET'S CENTRE

Camp Westwood is run by the St. Margaret's Centre and there are certain rules that must be followed to maintain your position as a LIT/Junior Leader.

This includes:

- Respecting the building
- Being courteous and respectful of EVERYONE at the Centre
- No running, screaming, shooting pucks/balls in the hallways or sliding down the bannisters
- **Absolutely** NO alcohol or drugs are tolerated



## DRESS CODE

Before starting the summer you will be given a Camp Westwood T-shirt. This should be respected and must be worn every day. However, each Wednesday there will be a different theme day. We highly encourage you to dress up according to that theme in the most fun, creative and outrageous way you can think of! The more people that participate the more fun the day turns out to be. If you do not wish to participate you must wear your Camp shirt.

Please remember that this is a Camp for *children* so no inappropriate clothing, language or behaviour is allowed. Sneakers are required except at pool time or during water activities when flip flops are allowed. You are setting an example so please be a role-model to all the children!



## ELECTRONICS & SOCIAL MEDIA

During Camp there is to be NO use of cellphones, iPods or other electronics. You may however use them on your break. If your parents or guardians need to get a hold of you during the day they can contact the front desk. You will have a designated area for your belongings and your electronics should stay in your bags until the end of the day. The children are not allowed to have electronics either so **set the example**. Please be careful with the use of social media. No post of ANY kind can be made involving the children at Camp Westwood and absolutely NO posting **anything** about a bad day, bad children or bad coworkers.

Any inappropriate use of electronics/social media could result in the immediate termination of your position.

# EXPECTATIONS & CAMP WESTWOOD RULES

You are expected to be a contributing member in the planning of your groups activities. Suggest **new ideas** for crafts or games to your designated counsellor. Take on the role of a leader.

**Participation** in games is encouraged, but participate as a leader and role model. You are in the groups to help them complete their own projects. If you see someone struggling with something, try to help and encourage them to complete their project successfully.

You are there to be a **leader**, not a camper. The counsellors are there to watch over the campers and should not have to worry about you misbehaving.

You must show up on time for your scheduled shift and **ready to go**. Your hours will be tracked and looked at.

Be **enthusiastic** and **positive**! The campers look up to you and if you are having fun, they will have fun too.

There is to be **absolutely** no swearing! There is a strict behaviour policy that you must follow. If you do not abide by this, your position could be terminated.

Once you are assigned a group/counsellor, you must stay with them at **all** times. We will not tolerate you leaving your group to go hang out with other LIT's or Junior Leaders. If you have any issues with your group and/or counsellors, please see the Camp Director or the Centre Management.

Be mature. You are a **role model** for the children at Camp, so please keep that in mind before you speak or act.

You must be actively engaging in your group at ALL times. **Communicate** with your counsellor in how you could be helping them or the campers.

**Respect** your supervisors and counsellors. You must take instructions from them in order for you to grow as a leader over the summer. It is a **learning process**.

***\*Tear out this middle spread and hand in to the St. Margaret's Centre front desk by April 15th.\*  
We are only accepting 20 individuals this year so don't be late!  
(Only successful applicants will be contacted in regards to a possible interview.)***

# INFORMATION

NAME: \_\_\_\_\_ AGE: \_\_\_\_\_

PARENTS/GUARDIANS NAMES: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_  
(please be an email that is regularly checked, therefore either yours or a parent/guardian)

ANY MEDICAL CONDITIONS: \_\_\_\_\_  
\_\_\_\_\_

EMERGENCY CONTACT NAME: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Select which role you have participated in at Camp Westwood in previous years:

- Camper  Leader In Training  Junior Leader  None of the above

If you selected Leader In Training or Junior Leader please circle how you would rate your performance to be in previous years and explain your reason to why you chose this number:

- 1      2      3      4      5      6      7      8      9      10

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





## **LUNCH & SNACK TIME**

Lunch is 11:00-11:30 every day in the Multi-purpose Room. You must eat lunch with your designated group. Make sure every camper has found a seat, settled and has started eating before you start eating. You should always make sure each child has a lunch, if not, let your counsellor know immediately and they will take the action to provide her/him with a lunch. Every Friday, each child will have the option to pay for Pizza Friday and will receive this from the kitchen. You must help your designated counsellor to keep all children in your designate group sitting until they are told they can line up. Before the children can get ready for the pool, all garbage from lunch must be cleaned up and their lunch bags are to be put into their backpacks.

During lunch time, there will be a peanut butter table set up. This is for any campers to eat at if they have peanut butter in their lunch. After this, they must wash their hands before returning to their designated group area.

There will be a snack time from 2:30-3:00 every day, where a small snack will be provided. This is the only time children, LIT/Junior Leaders and counsellors can snack during the day; however water is allowed and encouraged. You must help your counsellor keep all campers of your designated group sitting during this time.



## **VENDING MACHINES**

At lunch time on Fridays, campers are allowed to use the vending machines, this rule applies to all LIT's and Junior Leaders. We should not see you at the vending machines during camp hours.



## **CAMP MATERIALS**

As an acting leader there will be a lot of times when your counsellor will rely and trust you to go and retrieve supplies from either the office (art supplies) or the gym supply closet. If you do not know where anything is, please ASK. Everything is organized at the beginning of the summer and should stay that way throughout. If you take something for your group, please put it back where you found it so that the next person doesn't have difficulty finding it.

The supplies are for the campers and the crafts/activities that have been planned, at no point in time should they be wasted.

## DISCIPLINE & SAFETY

Please be careful when disciplining children, there should be **absolutely** NO physical force. If a child is being disruptive or misbehaving please tell your counsellor and they can then decide the action to be taken.

Safety should be your *number one concern*. Always keep it in your mind when you are with your designated group, **especially** when outside or at the pool.

Risk management is a very big role in this program, always be focused so that you can catch things before they happen. If any situation arises let your counsellor, the Camp Director or Charleen know right away!

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## POOL TIME

We go swimming every day at Camp Westwood, although pool time is intended to be fun, safety is the number one priority. As well as lifeguards on duty at all times, counsellors will be stationed either around the pool deck or in the pool with the campers. Before the children are to go into the pool, it is your responsibility to accompany the counsellor and your designated group to their designated area to get changed and to make sure that all their belongings are collected and put back into the correct bag. Once everyone is back from getting ready for pool, all campers must have sunscreen on before lining up. Once your whole group is lined up and ready to go, you are then able to get yourself ready as you are allowed to swim during pool time. However, you must be mature during pool time, any horsing around or unsafe play will result in the termination of your position.

Alternate activities are planned for the campers that do not wish to swim, if you choose to not go to the pool either, you must then help to supervise with these activities.

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## QUESTIONS!

If you have questions about this program, or how to apply, please contact:  
[campwestwood@gmail.com](mailto:campwestwood@gmail.com) or  
902-826-2100 ext. 10

