

LEADER IN TRAINING EDUCATION (LITE) PROGRAM 2017



The Leader in Training (LITE) Program is a great way for teens entering eighth to twelfth grade to develop leadership skills and have fun! The program is broken down in two tiers (Training & Fieldwork Placement) for both first-time and returning LITEs who successfully complete LITE training and then practice what they learned in LITE Fieldwork Placement.



Dear 2017 Leader in Training Education (LITE) Applicant,

Greetings from the Parks, Beaches, and Recreation Department! This packet is intended to provide you with some detailed information about our Leaders in Training Education (LITE) application process. **If interested, please complete the application form and answer the questions in a typed format and return it to the Parks, Beaches, Recreation Department Office (1810 Francisco Blvd) by May 9, 2017 no later than 5:00pm.** Note: applications will not be accepted at the Pacifica Community Center. In addition, please give out reference forms to two people. Work-related references are best. Teachers, coaches, etc. are acceptable. One relative, household member or close personal reference must be included. **Your references must mail their form directly to the Parks, Beaches, Recreation Department Office postmarked by May 9, 2017.** The back of the envelope must be signed with their signature. Once we receive your application and two reference forms, we will contact you. Space in the program is limited and applications received by the deadline will be given priority. Late applications will not be considered for the interview and selection process. We plan to schedule **interviews during the week of May 15-18, 2017.** Chosen candidates will be notified by May 26, 2017. In order to participate in this year's program, all new and returning LITEs must attend the LITE training day listed below.

Please note: due to popularity and high standards of the LITE program, there is an application and selection process which means not everyone who applies may be accepted into the program. Here is additional information regarding the program. Please read everything carefully before submitting your application. If you have any questions please do not hesitate to contact me.

Best,

Michael Moran, Recreation Coordinator, moranm@ci.pacifica.ca.us, 650-738-7376

LEADERS IN TRAINING EDUCATION PROGRAM - Entering Grades: 8-12 Ages: 13-17

Fee: \$50 Residents*/ \$55 Non-Residents* (for training and up to three weeks of fieldwork)

*Partial scholarships may be available to those who qualify

The Leaders in Training (LITE) Program is a great way for teens entering eighth to twelfth grade to develop Leadership skills and have fun! The program is broken down in two tiers (Training & Fieldwork Placement) for both first-time and returning LITEs. In order to do the program, teens must commit to one to three fieldwork weeks as well as the one day training. **This training day is mandatory for all new and returning LITEs and will be held on Saturday, June 17, 2017 from 9AM-4PM at 930 Oddstad Blvd.** LITEs are trained in supervision, game creation, arts & crafts, leading songs and playing sports. Please note: the LITE program may be used towards fulfilling community service requirements (*please check with your school*). For each week of field work, highlight field trip admission fees are covered.

LITE Fieldwork Placement is an opportunity for LITEs who have successfully completed their training to use their Leadership skills and enjoy the rewards of working with Pacifica Parks, Beaches & Recreation incredible staff team. The LITEs will experience various camp programs, assist in the daily operations of camp, and receive valuable on-the-job experience that will help build a strong foundation for their future. LITEs will be assigned a morning (8AM-Noon) or an afternoon shift (Noon-4PM) according to their preference and availability. On Wednesdays, LITEs will volunteer for the full day on the highlight field trip (8AM-6PM). All placements will be assigned on Training day. LITEs will be placed at the following locations (in alpha order): Adventure Camp, Cabrillo Child Care, Fairmont Park Recreation Center, Sunset Ridge Child Care, and Vallemar Child Care.

Please note: LITEs are limited to volunteering a maximum of two weeks at Adventure Camp.

Week	Date	Highlight Field Trip	Week	Date	Highlight Field Trip
1	June 19-June 23	Discovery Kingdom	5	July 17-July 21	Great America or CA Academy of Sciences
2	June 26-June 30	San Francisco Giants Game or Oakland Zoo	6	July 24-July 28	Raging Waters or Sky High
3	July 3-July 7	mini local trips	7	July 31-Aug 4	Santa Cruz Boardwalk or Roaring Railroad
4	July 10-July 14	Waterworld U.S.A. or Pump It Up	8	Aug 7-Aug 11	Cull Canyon Lagoon

CITY OF PACIFICA PARKS, BEACHES & RECREATION
SUMMER 2017
LEADERS IN TRAINING EDUCATION (LITE) APPLICATION

Applicant Full Name: _____ **My friends call me:** _____

Date of Birth: ____/____/____ **Check One:** Male Female **Grade** (entering in Fall 2017): _____

Applicant Phone: (____) _____ - _____ **Applicant E-mail:** _____

Adult T-Shirt Size: S M L XL XXL (If selected LITEs will be given t-shirts to be worn at during program hours)

Home Address: _____ **City:** _____ **Zip Code:** _____

I have participated in the following PB&R programs in the past. (Please check all that apply)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Adventure Camp | <input type="checkbox"/> Child Care _____ | <input type="checkbox"/> Cabrillo J-Teen Afterschool | <input type="checkbox"/> Fairmont Recreation |
| <input type="checkbox"/> Family Fun Fest | <input type="checkbox"/> Fourth of July | <input type="checkbox"/> Homework Center | <input type="checkbox"/> J-Teen Dance |
| <input type="checkbox"/> Junior Olympics | <input type="checkbox"/> LITE Program | <input type="checkbox"/> Parents Night Out | <input type="checkbox"/> Santa's Workshop |
| <input type="checkbox"/> Spooktacular | <input type="checkbox"/> Spring Egg Hunt | <input type="checkbox"/> Other Programs _____ | |

RETURNING LITE APPLICANT: I was a LITE in a previous summer _____
(List previous years)

NEW LITE APPLICANT: This is my first time applying as a LITE.

Please check preferred weeks that you would like to volunteer:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Week 1 - 6/19-6/23 | <input type="checkbox"/> Week 3 - 7/3-7/7 | <input type="checkbox"/> Week 5 - 7/17-7/21 | <input type="checkbox"/> Week 7 - 7/31-8/4 |
| <input type="checkbox"/> Week 2 - 6/26-6/30 | <input type="checkbox"/> Week 4 - 7/10-7/14 | <input type="checkbox"/> Week 6 - 7/24-7/29 | <input type="checkbox"/> Week 8 - 8/7-8/11 |

Please rate all locations on a scale of 1 (first choice) **to 5** (last choice):

___ Adventure Camp* ___ Cabrillo CC ___ Fairmont Rec ___ Sunset Ridge CC ___ Vallemar CC

**Please note LITEs are limited to volunteering a maximum of two weeks at Adventure Camp.*

I prefer to volunteer the following shift:

8:00AM-12:00PM 12:00-4:00PM

Please note the volunteer shift at Fairmont Rec is 11:00AM-3:00PM.

I prefer to volunteer with the following group:

Pioneers (ages 5-8) Explorers (ages 8-12)

By submitting my application, I understand by signing below, that due to popularity and high standards of the LITE program, there is an application and selection process which means not everyone who applies may be accepted into the program. If selected, I agree to attend the mandatory training day on Saturday, June 17, 2017 and will volunteer two to three weeks this summer. I understand that there is a small program fee of \$50.00 that will be due before training. I also understand that I will be responsible for communicating with the LITE Coordinator and other PB&R Recreation staff regarding the LITE program and not my parents/guardian.

LITE Applicant's Signature: _____ **Date:** ____/____/____

Parent/Guardian's Full Name: _____

P/G Phone: (____) _____ - _____

P/G E-mail: _____

RELEASE OF LIABILITY, INDEMNITY AND ASSUMPTION OF THE RISK

I understand that the Activity(ies) for which my child is registering, including, but not limited to, any class, program or event "Activity(ies)" provided in connection with the City of Pacifica and all affiliates can be dangerous and involves the risk of injury, property damage or death. Despite the risk involved and in consideration of the right to participate, I voluntarily agree to expressly assume any and all risk of injury, property damage, or death which might be associated with participation in the Activity(ies), and use of any facilities belonging to the City of Pacifica and all affiliates. I agree, on behalf of myself and my heirs, successors or assigns, to hold harmless, indemnify and defend the City of Pacifica, its officers, employees, affiliates and agents ("City" and "District") against any and all liability, claims, losses, damages, lawsuits or expenses, including reasonable attorneys' fees, arising in connection with my participation in Activity(ies). I agree to the use of my child's name and/or image for the program, City, County and District publicity. I agree in case of emergency City, County or District may administer CPR or arrange for medical transport. I agree the City or District is not responsible for lost or stolen items. I agree the City or District may deny me permission to participate in Activity. **Photos/Videos:** The City of Pacifica may use for publicity or marketing purposes, work samples, photographs, slides, videos, DVDs and/or other images taken of my child while in the program.

PARENTAL/LEGAL GUARDIAN CONSENT (to be completed if applicant is under 18 years of age): I give consent for my son/daughter/dependent child to participate in the Activity(ies), and I execute the above Release on his/her behalf. I have read and understand the registration form, liability release and parental/legal guardian consent form, and agree to all their terms and conditions.

Parent/Guardian's Signature: _____ **Date:** ____/____/____

LEADERS IN TRAINING EDUCATION (LITE) APPLICATION REFERENCE FORM

Directions to Applicant: Please print legibly your name and the reference name before giving form to your reference.

Dear Reference,

This applicant has applied to the Leaders-In-Training Education (LITE) Program at City of Pacifica Parks, Beaches & Recreation Department and has chosen you as a reference. The primary purpose of this program is to teach Leadership skills that will benefit the LITE in his/her home, school, and community. The program is designed to teach Leadership skills including communication, sound decision-making, and conflict resolution. These skills are taught through discussions, teambuilding, and hands-on Leadership opportunities. Since the applicant will be working directly with children as part of the training, it is very important to us to select eager and capable teens as LITEs.

Please mail this form to us directly:
This form will be kept confidential.

Parks, Beaches & Recreation Dept. Attn: LITE Program
1810 Francisco Blvd. Pacifica, CA 94044

Applicant's Name: _____

Reference's Name: _____

How long have you known the applicant? _____ **In what capacity?** _____

What specific reason(s) would you give for accepting this individual into the LITE program?

What are his or her strengths as a positive Leader/role model in his or her community?

In what areas for growth does this individual need to mature to be a stronger Leader/role model in his or her community?

Do you know any reason why this applicant should not be working with children? _____

Thank you for completing this reference. Please note that incomplete references may affect the applicant's acceptance. Feel free to provide additional comments on a separate sheet of paper. If you have any questions or concerns, please contact the Recreation Coordinator by phone at 650-738-7376 or email moranm@ci.pacifica.ca.us.

Reference Signature: _____ **Date:** ____/____/____

Reference Phone: (____) _____ - _____ **Reference E-mail:** _____

Address: _____

Please put this reference form in an envelope and sign the back of the envelope over the seal. Thanks!

LEADERS IN TRAINING EDUCATION (LITE) APPLICATION REFERENCE FORM

Directions to Applicant: Please print legibly your name and the reference name before giving form to your reference.

Dear Reference,

This applicant has applied to the Leaders-In-Training Education (LITE) Program at City of Pacifica Parks, Beaches & Recreation Department and has chosen you as a reference. The primary purpose of this program is to teach Leadership skills that will benefit the LITE in his/her home, school, and community. The program is designed to teach Leadership skills including communication, sound decision-making, and conflict resolution. These skills are taught through discussions, teambuilding, and hands-on Leadership opportunities. Since the applicant will be working directly with children as part of the training, it is very important to us to select eager and capable teens as LITEs.

Please mail this form to us directly:
This form will be kept confidential.

Parks, Beaches & Recreation Dept. Attn: LITE Program
1810 Francisco Blvd. Pacifica, CA 94044

Applicant's Name: _____

Reference's Name: _____

How long have you known the applicant? _____ **In what capacity?** _____

What specific reason(s) would you give for accepting this individual into the LITE program?

What are his or her strengths as a positive Leader/role model in his or her community?

In what areas for growth does this individual need to mature to be a stronger Leader/role model in his or her community?

Do you know any reason why this applicant should not be working with children? _____

Thank you for completing this reference. Please note that incomplete references may affect the applicant's acceptance. Feel free to provide additional comments on a separate sheet of paper. If you have any questions or concerns, please contact the Recreation Coordinator by phone at 650-738-7376 or email moranm@ci.pacifica.ca.us.

Reference Signature: _____ **Date:** ____/____/____

Reference Phone: (____) _____ - _____ **Reference E-mail:** _____

Address: _____

Please put this reference form in an envelope and sign the back of the envelope over the seal. Thanks!