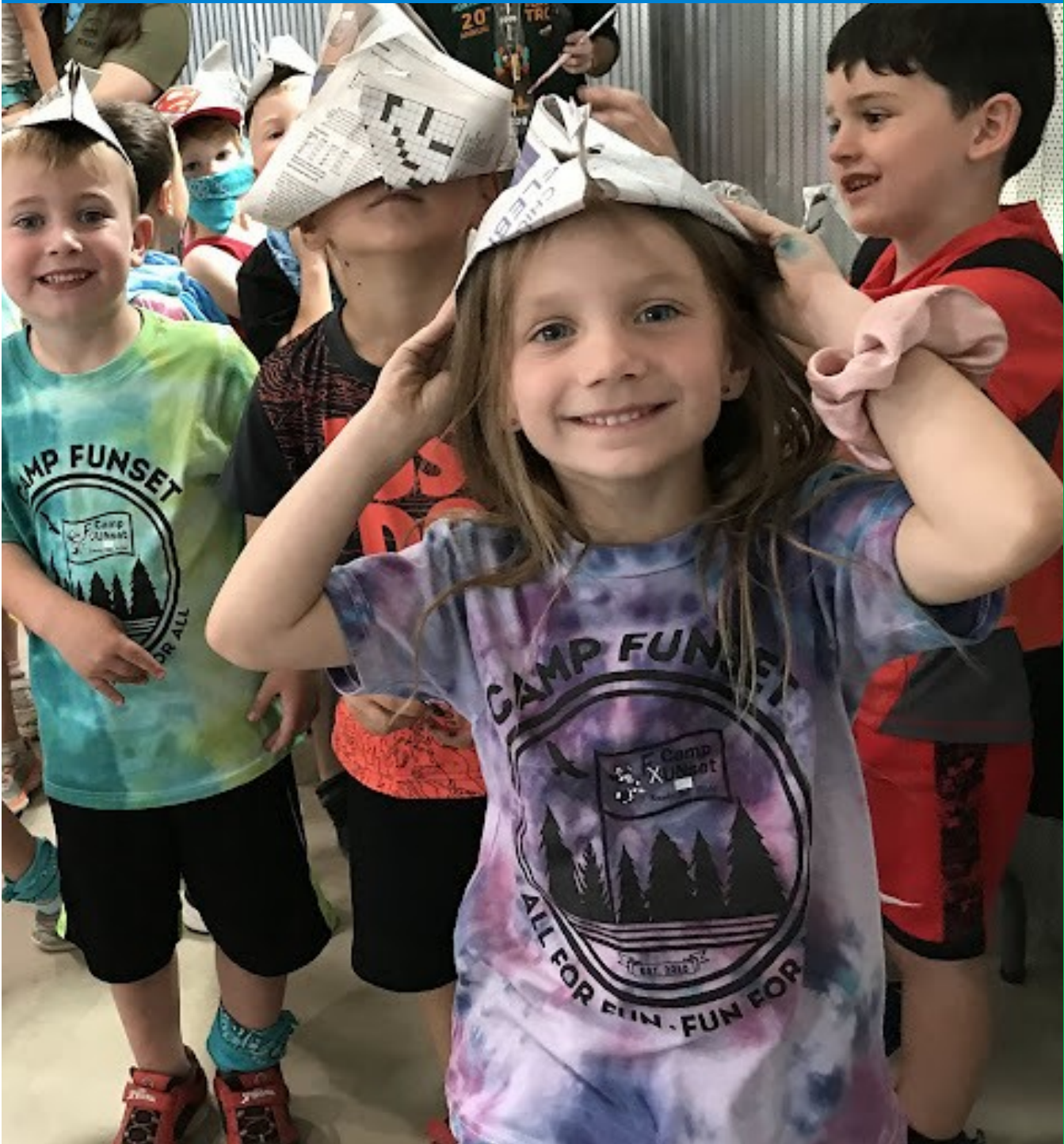




LIT

(Leaders in Training)

Guidebook



# What is an LIT?

Welcome to Camp FUNset's LIT Program for youth entering 9th grade to those entering 12th grade!

Be prepared this summer to grow in your professional skills and to unlock your full potential!



## What is the program?

In an environment of experiential education, LITs will learn and grow their leadership and pro-social skills while gaining a fun and rewarding experience.

Under the supervision of the LIT coordinator, counselors, and other camp staff, LITs will assist their teams in their daily activities and helping to ensure that each day is exciting, safe, and fun!

## How the Program Works:

- LITs will apply and go through a selection process
- With guidance from the LIT coordinator, LITs will develop goals and opportunities for personal growth
- Under supervision of the LIT coordinator, LITs will attend meetings, trainings, and reflection sessions to monitor and track their progress
- Under mentorship of a counselor, LITs will assist campers in their daily activities receiving real world experience to practice and develop critical life skills
- Upon Completion of the program, LITs will receive a portfolio of their experience, progress, and achievements to use in their future careers

## LIT Skills Checklist

Below are some of the skill you will learn and grow in this summer:

- Self confidence
- Accountability
- Responsibility
- Asking for help
- Communication
- Leadership
- Taking Direction



# LIT Logistics

LITs sign up for at least one week of camp per summer and must be present from 9am to 3:00 pm every day of each week to complete the program.

LITs should be dropped off and picked up at the Horton Education Center.



Applications are due June 1st and can be found at

[www.portercountyparks.org/lit-program](http://www.portercountyparks.org/lit-program)

Email questions to

[Angie.walker@porterco.org](mailto:Angie.walker@porterco.org)

Each week you will be assigned to a new team. You will stay with your assigned team for the entire week. You will be working with a counselor and a team of 8-10 campers ranging in ages 4-10.

## LIT Sessions and Tuition

There is no tuition fee for the LIT program. You may select any number of camp weeks to attend.

**Session 1: June 10-14**  
**Born to be Wild**

**Session 2: June 17-21**  
**Messy Madness**

**Session 3: June 24-28**  
**Walk the Plank!**

**Session 4: July 1-5**  
**Music Mayhem**  
**\*no camp on Thursday**

**Session 5: July 8-12**  
**History Mystery**

**Session 6: July 15-19**  
**Amphibian Adventures**

**Session 7: July 22-26**  
**Magical Detectives**

**Session 8: July 29-August 2**  
**Extinct Exploration**

# LIT Goals & Expectations

## LIT GOALS

- ⇒ Develop crucial life skills
  - ⇒ Become a leader
- ⇒ Realize you are Full of Potential



## What LITs Can Expect from this summer:

- To work with incredible people who are
- dedicated to the positive development of children
  - To have fun!
  - To step outside your comfort zone
    - To learn new skills
  - To make memories that last a lifetime
    - To work hard!
    - To ask for help
    - To be part of a team
    - To encourage & motivate others!
    - To challenge yourself & others
      - To make mistakes
  - To learn when to put other's needs ahead of your own
    - To grow as a person
- To be a LEADER!

LITs will push their personal boundaries and discover new things about themselves!

LITs will prepare for the future through real-world experiences to practice and develop pro-social skills for success!

LITs will fulfill the Camp FUNset mission helping campers learn, grow, and have fun!

LITs will be provided the guidance and tools to be successful!

LITs will have the best most rewarding



# A Day in the Life of a LIT



Each morning, LITs will report to the LIT coordinator at the Education Center (STEM Lab) at 9 am for a quick morning meeting.

After that, LITs report to their assigned counselor for the week. LITs spend the day traveling to rotations with their team completing LIT duties and practicing pro-social skills.

During the day, the coordinator will check in with LITs individually to see how their day is going.

At the end of the day, (from 2:50-3:00) LITs will meet with the LIT coordinator at the Education Building (STEM lab) for a daily debrief and quick LIT activity!

At the end of the week, LITs will reflect on the goals they set for the week and either write their goals for the next week or graduate!

## Keeping Track of Your Progress

LITs will have a few different ways of tracking their hours and progress during the summer:

- Each morning & afternoon LITs meet with the coordinator to “clock in & out”. They will track daily and weekly progress sheets to help them realize & track their skills & accomplishments.
- LITs are expected to keep good track of their hours & progress for proper completion of the program.
- Counselors will monitor LITs daily participation recording exhibited strengths & areas for growth.
- The LIT Coordinator will monitor & record desired goals and overall progress throughout the program.
- LITs will graduate upon successful completion of the program. A graduation ceremony will be held at the end of each session in which they receive a portfolio with a breakdown of the skills they have learned and their growth & accomplishments. Along with how those skills apply to the world outside of Camp FUNset and opportunities for future growth.



# LIT Duties



Counselors might ask you to do different tasks throughout the day as well. If you're wondering what to do, feel free to ask a counselor!

Below is a simple list of duties LITs should perform at any rotation or location throughout the day. LITs should refer to this list at every rotation or location and see if any of these tasks needs to be accomplished.

Duties include but are not limited to:

- Assist campers in filling water bottles/coolers
- Make sure every camper has a water bottle
  - Help campers keep track of their belongings and clean up after themselves before leaving a location
- Make sure campers stay together during activities or during transition times between rotations
  - Help keep campers on task
- Encourage campers to be positive and to participate in activities
  - Debrief with campers after activities
  - Help enforce rules
- Lead one activity a week under counselor supervision

It's good to know what will be expected of you and even better to know what things are *NOT* LIT duties.

There are some things a LIT should **NEVER** be asked to do:

- First Aid/CPR on a camper
- Drive a car or other vehicle
- Deal with a behavioral issue/mediate between two campers alone
- Handle any camper medications
- Call or talk to a camper's parent
- Handle a sick or injured camper
- Be left alone with the campers

# LITs & Camper Behavior

At Camp FUNset, we have a camper behavior policy we expect all campers and LITs to adhere to. It's a LIT's responsibility to model good behavior and encourage campers to achieve these behavior goals. Campers strive to collect bandana pieces that correlate to our behavior policy. Help guide them to make good choices to help prevent any behavior.

## Camper Behavior

### Expectations:

- Stay with team/counselor
- Follow all directions from staff in a courteous manner and observe all rules
  - Keep hands, feet and objects to themselves
  - Clean up after themselves
- Use appropriate language and speak in a positive manner
  - Behave in a safe and responsible manner
- Participate in all activities at the level they feel comfortable.

## Camper Pledge

"I pledge to listen to others . I pledge to look for ways to make camp a better place. I pledge to speak in a positive way to others and give my best effort. I pledge to stay where I am meant to be. I pledge to be safe and responsible at all times. ALL FOR FUN AND FUN FOR ALL!"

### What to do if you see a camper misbehaving:

If you see a camper breaking any camp rules, try to verbally correct them. Let your counselor or another nearby staff member know what you observed and your counselor will proceed to take corrective action if the behavior is extreme or not corrected.

# LITs & Counselors

LITs will be working side by side with a counselor each day for an entire week and should look to them for direction in daily activities.

LITs should look to Counselors as mentors and positive role models to base their attitudes and actions off of.

Counselors may give LITs duties or tasks which LITs should complete diligently.

LITs and Counselors should show each other kindness and respect in their daily interactions.

LITs and Counselors should not communicate outside of camp hours. This includes texting and any social media interactions.

If LITs have a question or concern regarding the camp experience, they should contact the LIT coordinator.

If a LIT has an issue or concern regarding their counselor they should contact the LIT coordinator.  
LITs may meet with the LIT coordinator in person.

# Camp FUNset

Camp FUNset is an eight week long summer (day) camp that offers a wide range of awesome and enriching activities for campers ages 4-14. Camp FUNset is located at 775 Meridian Drive in Valparaiso Indiana. Here is your brief overview of all things Camp FUNset!

## Camp FUNset Mission Statement:

Camp FUNset is dedicated to enriching and empowering campers by providing a safe, fun positive, and educational experience to each camper through a diversity of activities, and qualified well trained staff in an outdoor environment.

### Core Principles & Goals:

- We will provide a safe environment where kids can spend their summers with positive role models, while developing their social skills as they make new friends.
- We will connect kids with nature and help them gain an appreciation for the community they live in and respect the environment around them.
- We will include enriching activities built around academic standards to help curb summer learning loss.
- We will provide kids the chance for personal growth, building confidence, courage and self esteem while creating fun memories and a rewarding summer camp experience.
- We will remain dedicated to a commitment of excellence and focus on promoting core values such as honesty, respect, and responsibility.
- We will achieve these goals by exposing our campers to new places, new experiences, and new ideas.





# Communication

For any questions, comments, or concerns regarding Camp FUNset or the LIT Program, please don't hesitate to contact the LIT Coordinator or the Camp Director.

LIT coordinator: [angie.walker@porterco.org](mailto:angie.walker@porterco.org)

Camp Director: [tyler.leer@porterco.org](mailto:tyler.leer@porterco.org)

Please visit Facebook and our Flickr account for information on daily camp activities and photos of Camp FUNset in action.  
<https://www.flickr.com/photos/pcparksandrec/albums>.

Please also look for emails, texts, and newsletters with relevant camp information and updates prior to, during, and after the camp experience.



## Contact with Campers & Camp Families:

There is to be no contact with campers outside of camp, including Facebook and other social media.

LITs will not use their phones to take pictures of campers. No pictures of campers will be posted on social media without prior parental permission.

It is not permissible for a LIT and a camper to be involved in any sort of romantic or otherwise inappropriate relationship.

LITs should never be involved in a conversation with a parent/guardian regarding a camper or put in charge of managing any type of parent communication (notes, texts, phone calls, etc.).

## Cell Phones:

Personal cellphone use is not permitted for LITs during their Camp FUNset experience. Phones may be kept in case of emergency, but may be taken away if overuse becomes an issue.

## Contact with Counselors:

LIT communications with team counselors should be limited to time spent at camp. Counselors and LITs should not be affiliated through social media and should not give out their phone numbers to each other.

If a LIT has a question or concern regarding camp, they should reach out to the LIT coordinator or to the Camp Director.

# Camp Checklist

- Backpack
- Water Bottle
- Camp Shirt
- Change of clothes
- Lunch \*Pizza provided on Fridays
- Snacks
- Closed-toed shoes
- Rain jacket and/or sweatshirt
- Hat and/or sunglasses
- Insect repellent
- Sunscreen
- LIT guidebook & weekly schedule
- Team bandana

**Please remember to label everything that is brought to camp!**

Camp FUNset and the Porter County Parks Department are not responsible for any personal items that are lost, stolen or damaged while at camp. Please do not bring any valuable personal items. If it is valuable, it should be left at home! Refer to the Staff Policies for items prohibited at Camp FUNset.

## Guidelines for Attire

It is important to remember that our campers are impressionable and look to you as a role model.

- You are expected to dress comfortably in a way that will allow you to participate in the various activities at camp.
- We suggest that jewelry be kept to a minimum. It is unsafe to wear large dangle or hoop earrings.
- Sneakers or sports-type footwear must be worn at all times. No open toed shoes or sandals are permitted.
- LIT shirts must be worn everyday.
- Shorts should not be shorter than your finger-tip length.

**Squirt gun fight= one reason to bring a change of dry clothes!**

