



CITs – Counselor in Training FAQ

Who do I answer to?

CITs answer to a Staff Supervisor and Teacher's Assistants (TA) from the group of students that you will be assigned to be. You will be assigned to a group on Monday upon arrival. If you cannot attend the program at any given day, email summer@newartcenter.org.

What sorts of responsibilities will I have during the day?

You will be involved in helping out with a variety of tasks! Guide students on water and bathroom breaks, assist with class projects, help to organize the studios between classes, interact with students, play with them during outdoor and free time and assist students during class. You will be matched up with a group for the week. Refer to the Teacher Assistant if you have any doubts about your daily responsibilities.

Do I get a break?

CIT's do not have breaks. You will be having lunch with the kids and be with your group all day.

When and where do I eat lunch?

You should eat your lunch with your group. You should bring your own lunch. We have a refrigerator and a microwave. Bring a water bottle and wear light and comfortable clothes.

What time do I come in the morning?

You should arrive at 8:45 and you should stay until the end of the program which is 4PM.

What is my primary goal?

Your goal as a Counselor-In-Training is to practice and develop your leadership skills! You play an important role in our program. We are very happy that you chose to spend the week with us, and that you are interested and enthusiastic about becoming a leader.

Who do I go to if I have questions or concerns?

You may always go to your Staff Supervisor, or Claudia Fiks with concerns.

Can I use my cell phone during the day?

Except for emergencies, your cell phones should not be used while you are on duty. Keep them stowed away.

What should I do if a student gets hurt?

You should report to the TA immediately. No matter how minor the injury is, always report to the TA.