

## WHAT IS A COUNSELOR IN TRAINING?

McDonald Ranch offers one of the most unique and comprehensive programs available to pre-teen and teens who have an interest in serving the needs of youth and animals in Sonoma County. This after school and summer time program offers opportunities to develop needed skills and training to become eligible to apply for jobs with McDonald Ranch as a Jr Youth Counselor or Jr. Trainer. McDonald Ranch's Counselor-In-Training program is a hands-on learning experience to develop program leadership skills and techniques for working with campers.

CITs, student trainers, Jr Trainers, and Jr Counselors are an important part of our camp community providing role models for young campers. Applicant must be 12 to 17 years old. Training within this course covers the following areas:

Behavior Management of Campers  
Working with Special Needs Populations  
Emergency Procedures  
Risk Management  
CPR & First Aid Training & Certification  
Leadership Styles  
Decision Making  
Goal Setting  
Team Building  
Program Planning

The Teachable Moments  
Values Clarification  
"Seven Pillars of Character"  
Trustworthiness  
Respect  
Fairness  
Caring  
Good Citizenship  
Responsibility  
Accountability

Youth members may choose to be involved each day after school and Saturdays or any part of the program depending on need, interest and availability of youth.

**McDONALD RANCH** is a 501(c)3 non-profit youth center which provides a sanctuary for animals on a working ranch setting. Youth who attend our programs learn and experience the love, care and responsibility of livestock and domestic animals while gaining leadership and life skills.

***Our Mission*** at McDonald Ranch is to teach life skills to youth through their daily involvement and care of domestic and livestock animals permanently or temporarily housed at our rescue sanctuary.

***Our Purpose*** is to raise core values for life, nature, community and families in our future generations by building higher self esteem in our youth today.

***Our Vision*** is a university for youth where they can explore, learn, broaden and experience unique opportunities; alternative careers, arts and hobbies and optional lifestyles.

***Our program*** is broken into 3 annual sessions each year. In addition to our summer session, our fall and spring sessions are offered after school and on weekends to provide continual involvement and connection to animals and friends throughout the year. Our school year sessions offer practical knowledge using hands-on, alternative, teaching methods which supplement academic learning.

Selection into the Counselor in Training Program is through an application and interview process. Please complete the application below. Use a separate sheet if necessary. Return the application by email to mcdonaldrnch@aol.com or mail to:

**McDonald Ranch  
8870 St Helena Rd  
Santa Rosa, Ca 95404**

Applications are due by May 31 st , 2007 at 5:00 p.m. Applicants will be called for a brief interview. Eligible candidates will be notified of their admission to the program and will be required to register, have an updated TB test and pay fees at that time.

**Program Applying to:**

\_\_\_\_\_ Counselor in Training \_\_\_\_\_ Student Trainer

Name \_\_\_\_\_ Birth Date \_\_\_\_\_

Age: \_\_\_\_\_ (CIT's must be ages 12-15 by June 1st in order to apply. T-Shirt Size: \_\_\_\_\_

School Attending 2007/08 School Year \_\_\_\_\_ Grade in 2007/08 \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

First Parent's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Second Parent's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

List the names, addresses and telephone numbers of each adult, including yourself who may pick up participant from McDonald Ranch:

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If no one is listed above, then McDonald Ranch may release said child(ren) to any adult at the child(ren)'s address or who the child(ren) know(s). If anyone is not allowed to pick up your child(ren) or is restricted from seeing the child(ren), then a copy of the court order and proof of service is attached.

Date: \_\_\_\_\_ Parent/Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_ Parent/Legal Guardian: \_\_\_\_\_

## EMERGENCY INFORMATION:

Name of Alternative Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Relationship: \_\_\_\_\_

Family Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Does applicant have any medical or social behavioral concerns including allergies? \_\_\_\_\_

If yes, please describe: \_\_\_\_\_

Has applicant ever been stung by a bee? \_\_\_\_\_ Reaction: \_\_\_\_\_

Medical Insurance Carrier: \_\_\_\_\_ Policy No: \_\_\_\_\_

Group No: \_\_\_\_\_

In case of accident, I authorize the securing of medical treatment for: \_\_\_\_\_.

**Parent's signature** authorizing treatment: \_\_\_\_\_ Date: \_\_\_\_\_

Children are able to take hikes around the ranch to get from one activity to another. However, we also offer transportation around the ranch on an ATV (quad). The ATV is not allowed to be driven faster than 2<sup>nd</sup> gear when passengers are on board, all riders are required to follow strict safety rules and wear helmets (generally equestrian helmets are worn). Drivers carrying passengers have at least 2 years of full-time participation on the ranch, have attained the age of at least 12 years old, have at least a full year of experience driving the ATV on their own, have completed our ATV training course, and have demonstrated exceptional levels of maturity, responsibility, judgement, integrity and ability during all activities at McDonald Ranch. There is a manufacture's warning on the ATV stating it should not be driven by those under the age of 16 and passengers should not be carried. Thus, a separate signature is required below to indicate your understanding of the non-compliance with the manufacture's recommended warning and granting your permission for your child to ride on the ATV with drivers as stated above.

I have read the above paragraph. My child(ren), \_\_\_\_\_, do(es) have my permission to ride on the ATV with drivers who have fulfilled McDonald Ranch's requirements as outlined above.

Date: \_\_\_\_\_ Parent/Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_ Parent/Legal Guardian: \_\_\_\_\_

# McDONALD RANCH, Inc.

8870 ST HELENA RD., SANTA ROSA, CA 95404

## Release of Liability and Covenant Not to Sue

I, \_\_\_\_\_, do hereby agree to the terms and conditions set forth below with respect to my own and/or my child's involvement in any activities participated in at the location mentioned above:

**Release and Covenant Not to Sue:** I, \_\_\_\_\_ do hereby agree to and accept the following terms and conditions. I understand that this Release of Liability and Covenant Not To Sue (this "Release of Liability") relates to my child's participation or my participation in any activity(ies) whatsoever held at the McDonald Ranch, Santa Rosa, California.

I hereby release, remise and forever discharge and agree to hold harmless and indemnify **McDonald Ranch, Inc. or its Board of Directors or Linda McDonald, or Richard Crenshaw the owner of the real property upon which McDonald Ranch, Inc.** is located, the employees and agents of all of them (hereinafter "Released Party") with respect to my child's involvement or my involvement in any activity(ies) which I or my child participate, from any claim, liability or expense, of any kind or nature (and whether accruing to me, my heirs or my personal representatives), that are caused or alleged to be caused in whole or in part by the action, negligence or failure of any Released Party.

I understand that the intent of this release is for the scope of the terms and conditions to apply broadly so as to protect to the fullest extent **McDonald Ranch, Inc., its Board of Directors or Linda McDonald or Richard Crenshaw.** In exchange for and in consideration of the Released Party's consent to my or my child's participation in any activity(ies) held on the Released Party's property, I waive all right, interest or claim that I may have or my child may have for any liability or expense, of any kind or nature (and whether accruing to me, my heirs or my personal representatives), that are caused or alleged to be caused in whole or in part by the action, negligence or failure of any Released Party.

I hereby covenant not to sue any Released Party for, or on account of, any claim, liability or expense, of any kind or nature, caused or alleged to be caused in whole or in part by the action, negligence or failure to act of any Released Party. I expressly waive any rights I may have under California Civil Code section 1542, which states: "A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor". I agree that I will defend, indemnify and hold harmless the Released Party, its officers, directors, employees, and agents against all claims, demands, and causes of action, including court costs and actual attorney fees, arising from any proceeding or lawsuit brought by or prosecuted for my benefit, in which this Release is upheld.

This Agreement shall be construed and enforced pursuant to the laws of the State of California. Should legal action be instituted to enforce this release, jurisdiction shall be in Sonoma County, California. Further, I agree not to file any non-judicial complaint against the Released Party with any regulatory agency whatsoever. The term "regulatory agency" shall be construed broadly.

**I HAVE READ AND HAVE UNDERSTOOD THIS RELEASE OF LIABILITY. I UNDERSTAND THAT BY SIGNING THIS RELEASE OF LIABILITY I HAVE GIVEN UP SUBSTANTIAL RIGHTS. I UNDERSTAND THAT IT IS A RELEASE OF ALL CLAIMS. I UNDERSTAND THAT I HAVE VOLUNTARILY SIGNED THIS RELEASE OF LIABILITY AND COVENANT NOT TO SUE, AND THAT MY SIGNATURE IS EVIDENCE OF MY ACCEPTANCE OF THE ABOVE PROVISIONS.**

\_\_\_\_\_  
Date Participant or Participant's Legal Guardian Date Participant or Participant's Legal Guardian

# YOUTH APPLICATION

Have you ever attended McDonald Ranch Summer Camp? No Yes Year Attended: \_\_\_\_\_

**Reminder:** If you are selected as a volunteer CIT you will no longer be eligible to attend camp as a camper.

## **Essay:**

Answering the questions below, please write a brief statement on a separate piece of paper telling us about yourself:

What do you expect to learn from participating in this program?

Why do you want to participate in this program?

Why should we select you to participate in this program?

What three qualities best describe you?

What qualities or characteristics do you feel you contribute to a team or group?

Please list any school, volunteer, social, athletic or any other activities in which you have participated.

Describe the experience you have working with children. Please list specific ages and experiences. Campers range in age from 5 to 12. What age do you feel most comfortable working with and why?

## **Short Answer Essay:**

Complete each of the following statements (have fun doing it!).

My autobiography would be titled: \_\_\_\_\_

Community means: \_\_\_\_\_

I consider myself original because: \_\_\_\_\_

My friends will tell you that I: \_\_\_\_\_

I am great at: \_\_\_\_\_

I am still learning: \_\_\_\_\_

I admire \_\_\_\_\_ because: \_\_\_\_\_

By my 85th birthday I hope I've: \_\_\_\_\_

## **Available dates to work:**

Summer camp will run from June 1, 2009 until August 14, 2009. If you want the training time to be credited to your work experience needed to apply for a staff position, you will need to complete at least 7 of the 10 weeks of this summer session. Thus, the maximum number of weeks off from summer training programs is 3 weeks. What dates do you expect to miss during this time?

\_\_\_\_\_

**References:**

Please have two adults who know you well and who are NOT related to you provide the following information of their experience of your abilities:

**We are interested in your knowledge about the applicant related to:**

- \*Leadership skills and experience
- \*Ability to serve as a role model for younger children
- \*Experience working with children
- \*Level of responsibility and judgment
- \*General work or study skills
- \*Ability to be a positive member of a community

Please share additional comments you feel give us insight into the applicant.

Would you recommend this applicant for a Counselor In Training program? \_\_\_\_\_

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

*Thank you for your help!*

**CIT AGREEMENT FORM**

I, agree to serve, if selected, as a volunteer Counselor in Training at McDonald Ranch during the summer of 2009. I will comply with all the following conditions and requirements:

1. I agree to conduct myself in a mature, responsible manner and to remember that I am a representative of McDonald Ranch.
2. I agree to attend camp punctually each day. In the event of illness or an emergency, I will call my supervisor as soon as possible to notify him/her of my absence.
3. I have read and understand the Counselor in Training program information and agree to perform the duties therein to the best of my ability.
4. If my work performance or behavior is in any way deemed unacceptable by the Programs Coordinator, I understand that I may be terminated immediately.
5. By signing below, parents of \_\_\_\_\_ accept and support their son/daughter's participation in the counselor in training program. Parents agree to provide prompt and timely transportation for their youth to and from the ranch. To minimize the need for all parents individually driving to and from the ranch, parents agree to join and participate in car-pooling arrangements with others parents. The signature below also grants permission to McDonald Ranch to release contact information to other parents for this purpose.

**I understand that completion of the application process for the Counselor in Training position does not guarantee acceptance in the program.**

*I certify that all information provided on this application is accurate and complete.*

Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_