

# Possible Future Opportunities

Students can apply for part-time jobs once they reach the age of 16 years old.

## Possible Positions:

- First Year Camp Counselor
- Asst. to Class Room Staff
- Lifeguard

For more information & applications,

Please contact our Program Directors Justine Arnold & Stephen Castellon @ 203-336-4468



## Counselor-in-Training



Portfolio Development  
Work Readiness  
Financial Literacy  
Job Search  
Hands-On Work  
**Ages 14 - 18**

For more information, please call 203-336-4468

# School Year C.I.T. Program

This school year program designed to help entering high school students and current high schools prepare for the work force.

Students will have a weekly seminar learning more about:

- **Portfolio Development**

- How to complete a job application
- Resume Writing
- Cover Letter Preparation
- Thank you Letter Preparation
- Practice Sessions Interviews

- **Work Readiness**

- Time Management
- Workplace Expectations/Attitudes
- Communication Skills
- Problem Solving
- Customer Service Skills
- Team Work

- **Job Searching**

- Exploring different job search tools
- Labor Market
- Financial Literacy

- **Financial Literacy**

- Savings
- Budgeting
- Investments
- Credit/Debt

- **Hands-on Experience**

Students will be able to get hands-on experience during the after school hours working side-by-side with counselors and classroom staff here at the center. Students will put to use their Customer Service Skills, Team Work Skills, Problem Solving Skills and many other important skills that come with working with children.

**End of the Year field trip for students  
that take part in the program**



# Summer C.I.T. Program

In March, students in the School Year C.I.T. Program will get to apply and interview for a position as a Summer C.I.T.. 10 Students will be given a chance to take part in this program, which is a 7 week summer commitment working with Head-Counselors during our Summer Day Camp. Students will take part in Staff Training and Orientation, Staff meetings, and every day camp activities and special events. After completing the Summer C.I.T. Program, students will get a end of the summer stipend.

**Fore more information about the C.I.T. Programs, please  
contact Program Staff at the Cardinal Shehan Center.**