

# 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

DJ Ellis & Katherine O'Hara @ 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

***Our Fall Session will begin November 8th***

This three term program, each term being six sessions long, is designed to help entering high school students and current high school students prepare for the work force. Students will have a weekly seminar ***EVERY WEDNESDAY from 3:30-4:30*** learning more about:

- **Portfolio Development**

- How to complete a job application
- Resume Writing
- Cover Letter Preparation
- Thank you Letter Preparation
- Interview Preparation

- **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**

- 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.



# Summer C.I.T. Program

Students in the School Year C.I.T. Program will be allowed to apply and interview for a position as a Summer C.I.T. 20-24 students will be given a chance to take part in this program, which is a 7 week summer commitment (June 18th-August 3rd) working with Head-Counselors during our Summer Day Camp, Basketball Camp and Swim Camp. Students will take part in staff training, staff orientation, staff meetings, and special events.

**For more information, contact the Cardinal Shehan Center at ( 203 ) 336-4468 or [djellis@shehancenter.org](mailto:djellis@shehancenter.org)**