



Job Title	COUNSELOR-IN-TRAINING
Job Type	Part Time
Location	Miami Beach, FL

BASIC SUMMARY

Learn the skills necessary to become future recreation professionals. The Miami Beach PAL is partnering up with the City of Miami Beach to put on a *Coach-In-Training (CIT) Work Program*. PAL will be hiring teens (ages 14-17 years of age) to shadow coaches at various parks & recreation centers across the city, during their summer camp season. These CITs will be assigned to one location and assist coaches in everything from playtime to arts and crafts and lunch time for summer camp attendees. Background checks will be required. Please bring a letter of recommendation and a resume to your interview.

PRINCIPAL DUTIES AND RESPONSIBILITIES

The following statements are intended to describe the general nature and level of work being performed by individuals assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

- Supervise children (ages 5 -11) in a variety of indoor, outdoor and pool environments
- Maintain a high standard of quality and excellence when facilitating camp programs
- Assist with the maintenance, sanitation, and upkeep of facilities and equipment

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The QUALIFICATIONS, PHYSICAL DEMANDS, and WORK CONDITIONS listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities perform the essential functions.

- **QUALIFICATIONS/EXPERIENCE AND SKILLS REQUIRED**
 - High school student (aged 14-17)
 - Experience working with children (preferred)
 - Strong and competent swimmer, comfortable in outdoor settings (preferred)
 - Participation in a Miami Beach PAL program or CMB Teen Club(preferred)
- **WORK ENVIRONMENT**
 - The performance of this position is primarily indoor with some outdoor and pool time
- **PHYSICAL DEMANDS**
 - Ability to sit or stand for long periods as required, may require walking for periodic intervals throughout the day
 - Sanitation of areas where kids gather

TO APPLY, PLEASE SEND YOUR COMPLETED APPLICATION ALONGSIDE A SHORT COVER LETTER, YOUR RESUME AND LETTER OF RECOMMENDATION TO PROGRAMS@BEACHPAL.ORG WITH THE SUBJECT LINE **[CIT APPLICATION- YOUR NAME]** OR DROP IT OFF AT THE PAL OFFICE 999 11 STREET, MIAMI BEACH, FL 33139. Ask for Jenny or Ashley. Any questions email or call @ (305) 531-5636 Ext. 21

APPLICATION DEADLINE IS 4/24/2025

Counselor-in-Training APPLICATION

(Please Print/Type Black Ink Only)

Position Applying For:	
<input type="checkbox"/> Volunteer	<input type="checkbox"/> Employee

PARTICIPANT INFORMATION					
First Name:				Race:	
Last Name:				<input type="checkbox"/> White	
Address:				<input type="checkbox"/> Black or African American	
City State, Zip				Ethnicity:	
Date of Birth:		Age:		<input type="checkbox"/> Hispanic	
Social Security:		Gender:	F	M	<input type="checkbox"/> Native American or American Indian
Contact No.:	Cell:	Home:		<input type="checkbox"/> Asian / Islander	
Email:				<input type="checkbox"/> Other _____	
<i>Are you a citizen of the United States?</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If no, are you authorized to work in the U.S?</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Have you ever worked for this company?</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If yes, when?</i>				Summer(s) _____	
<i>Are you in one or more of PAL youth programs?</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If yes, which one(s)?</i>					
<input type="checkbox"/> Warriors	<input type="checkbox"/> Scouts of America	<input type="checkbox"/> Police Explorers	<input type="checkbox"/> Teen Mentoring		
<input type="checkbox"/> MBFC	<input type="checkbox"/> CMB Teen Club	<input type="checkbox"/>	<input type="checkbox"/>		
<i>Have you been arrested/referred to the Dept. of Juvenile Justice within the last 5 years?</i>				<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If yes, explain: _____</i>					

Shirt Size (Adult Sizes): _____

Counselor-in-Training APPLICATION

(Please Print/Type Black Ink Only)

SCHOOL INFORMATION			
Name of School:			
Student ID:		Grade Level:	
<i>Do you receive free or reduced lunch in School?</i>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Have you received in/out of school suspension last/this School year?</i>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
EMERGENCY CONTACT INFORMATION			
Full Name:		Contact No.:	
Address:		City State Zip:	
Email:		Relation:	
REFERENCES			
<i>Please list three professional references.</i>			
Full Name:		Phone:	
Address:		City, State Zip:	
Email:		Relation:	
Full Name:		Phone:	
Address:		City State Zip:	
Email:		Relation:	
Full Name:		Phone:	
Address:		City State Zip:	
Email:		Relation:	

Counselor-in-Training APPLICATION

(Please Print/Type Black Ink Only)

PREVIOUS EMPLOYMENT			
Company:			
Address:			
City State Zip:		Supervisor:	
Job Title:		Starting Salary:	\$
Phone:		Ending Salary:	\$
Responsibilities: _____			

From:	To:	Reason for leaving:	
May we contact your previous supervisor for a reference?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Company:			
Address:			
City State Zip:		Supervisor:	
Job Title:		Starting Salary:	\$
Phone:		Ending Salary:	\$
Responsibilities: _____			

From:	To:	Reason for leaving:	
May we contact your previous supervisor for a reference?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Counselor-in-Training APPLICATION

(Please Print/Type Black Ink Only)

EXPERIENCE WORKING WITH CHILDREN

If any, please describe your experience working with children below.

No experience

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____