



Youth Partnership for Change Community Educator Application Packet

*Thank you for your interest in becoming a YPC Community Educator!
Please use the following checklist to guide you through the application process.*

1. Application Form

2. Permission Form

3. Background Check

4. Resume (you provide)

The resume will give us additional information about your employment (if applicable) history, how you spend your time, and your achievements. Please include the following information:

- Educational history/ Current school information (*year, school attending*)
- Employment history (*if applicable*)
- Current extracurricular activities and programs

5. Cover letter (you provide)

Because this is our chance to hear the story of your personal experience dealing with underage alcohol issues, this letter is the most important part of your application. Please be sure answer the following questions in your cover letter:

Why are you interested in participating in this project?

What skills and talents do you possess that will help you be a great presenter and advocate?

What makes you unique?

Based on what you know about underage alcohol issues, what would you recommend to a high school/and or college student dealing with these issues of peer pressure? Please explain your answer.

6. Nomination Form A-from a supervisor/adult

Please ask an adult in a supervisory position to complete this form. This may be a teacher, employer, social worker, or other adult who can speak about why you are well qualified to be a YPC Community Educator.

7. Nomination Form B – from a peer

Please ask a peer (a person your age) to complete this form. It is important for us to hear someone your age talk about what makes you relate effectively to your peers, and would make you a good leader on this issue so please choose someone who can speak to this.

Once your application is complete, you may fax your application to 512-420-0058, email to mconstable@youthlaunch.org or mail it to 7756 North cross Dr. Suite 203, Austin TX 78757

Applications are due by August 7, 2009



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Contact Information *(please type or write legibly)*

Name: _____

Mailing Address: _____

City: _____ Zip: _____ Email: _____

Cell: _____

Personal Information

Birth date: _____ Current Age: _____

Ethnicity: _____ Spanish fluency: _____

U.S. Citizen? _____ If no, can you legally work in the United States? _____

Living Arrangements & Transportation

I live with: _____

Do the people who answer the phone at your residence speak English? _____

My primary means of transportation is: my own vehicle which I drive Other

Education

Please check all that apply and provide the information indicated.

I am currently enrolled in high school as a: freshman sophomore junior senior G.E.D. Other:

Name of school/program: _____ ID: _____ GPA: _____

I am currently enrolled in college as a: freshman sophomore junior senior Other: _____

Name of school & area of study: _____

I graduated from the following high school/ GED program.

Name of school/program: _____ Year Completed: _____

I have not received a high school diploma or GED, and I am not currently enrolled in any programs.

Legal Guardianship

Please check all that apply and provide the information indicated

Legal Guardian's name: _____ Daytime phone: _____

I no longer have a legal guardian because I am over age 18 emancipated married

If married, since when? _____ To whom? _____

References

Please list 2 people who can comment on your abilities as an employee, public speaker, parent, or role model.

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Where did you hear about the YPC program?



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To be signed by both the applicant and his/her legal guardian, if the applicant is under 18.
Otherwise, to be signed by the applicant:

Permission to be in the program

I understand that _____(hereafter referred to as ‘Community Educators’) is applying to be a Community Educator for Youth Partnership for Change (YPC), a program of YouthLaunch.

Permission to take pictures

I consent that photographs, audio, or video recordings of Community Educators involved with YPC may be used by YPC, and their assigns or successors, in whatever way they desire, including television, news releases, web use, publications, videos, CD-ROMs, and any other form for the storage, retrieval, and reproduction of information and images, from which they are made their property, and they shall have the right to sell, duplicate, reproduce and make other uses such as they desire, free and clear of any claim whatsoever on my part.

Permission to transport Community Educators

I also give staff and representatives of YPC and the permission to transport Community Educators in their personal or agency vehicles and excuse them of all liability for any threat or injury to Community Educators during such transportation.

Waiver of Liability

Should any injury occur to Community Educators during their association with YPC during any activities or events engaged in as a part of Community Educators relationship with YPC, I understand that YPC will not be held liable and I agree that I will not seek any damages.

Permission to participate in evaluation study

In order to improve the quality of the program, YPC will be conducting an ongoing study of YPC. I understand that, if hired, Community Educators may be asked to participate in any or all of the following activities as part of this study: interviews, surveys, group discussions, and observations. Questions and observations will focus on the quality of the program and Community Educator’s experiences in the program. Any data collected will be kept confidential.

Name of legal guardian (please print): _____

Signature of legal guardian: _____ Date: _____

Signature of applicant: _____ Date: _____



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BACKGROUND CHECK CONSENT FORM

YPC conducts a criminal background check on all Community Educators who will be participating in the YPC program.

Have you completed this form within the last six months?

Yes If the answer is "Yes," complete only Name and Social Security Number in Section A. If it is determined that you answered in error, the form will be returned to you to complete Section B and will delay the processing of your participation in the program.

No If the answer is "No," please complete both sections A and B as instructed.

SECTION A: (Please Print)

Full Name: Social Security Number:

Other Names Used

TX Driver's License No. or TX ID No.

Street Address: City: State:

ZIP Code:

Sex Race Date of Birth Place of Birth

Personal Disclosure

Have you ever been arrested for a charge other than a minor traffic violation? Yes No
When answering this question, be sure to include any violation that resulted in a citation, dismissal or conviction including any action that you thought had been stricken from your record. If the answer to the above question is yes, please attach a separate sheet explaining the reason.

SECTION B: Sign this form below. You must present a photo ID.

I hereby authorize YPC to obtain and receive from Texas Department of Public Safety any criminal history record information pertaining to me that may be in the files of any state or local criminal justice agency in Texas.

Signature

Date



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Notice and Authorization Concerning Investigative Consumer Reports

This form, which you should read carefully, has been provided to you because YPC may request investigative consumer reports in connection with your application for employment, or at any time during the course of your employment with YPC, if any, for purposes of evaluating your suitability for employment, promotion, reassignment or retention as an employee. Additionally, in the event that claims or disputes between you and YPC are filed with any third parties, YPC may request investigative consumer reports for purposes of evaluation and response, regardless of whether you remain in the employ of YPC at the time such claims or disputes arise.

The types of reports that may be requested from consumer reporting agencies under this policy include, but are not limited to, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. The information contained in these reports may be obtained by a consumer reporting agency from public records sources or through personal interviews with your co-workers, neighbors, friends, associates, current or former employers, or other personal acquaintances.

Authorization

I have carefully read and understand this notice and authorization form and, by my signature below, consent to the release of investigative consumer reports to YPC (1) in conjunction with my application for employment, (2) during the entire course of my employment, if any, and (3) after such employment ends. I further understand that any and all information contained in my job application or otherwise disclosed to YPC by me before, during or after my employment, if any, may be utilized for the purpose of obtaining the investigative consumer report requested by YPC and confirm that all such information provided in connection with my job application is true and correct. I understand and acknowledge that nothing in this notice and authorization is intended to be, or is, an offer of employment or a promise of continued employment. If employed by YPC, my employment will not be for a specified period of time and can be terminated at any time for any reason, with or without cause or notice, by me or by YPC. I understand that the release of the investigative consumer reports to which I am consenting will be considered for employment purposes.

Name (Printed)

Social Security Number

Signature

Date



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Recommendation Form A

To be filled out by a supervisor or adult not relation to the applicant.

This is a recommendation for (name of applicant): _____

Name of supervisor/adult: _____

Organization: _____

Telephone: _____ Email: _____

How long have you know the applicant, and in what capacity?

Please rate the applicant in each of the characteristics below.

Circle N/A to any in which you cannot speak.

	<i>WEAK</i>		<i>AVERAGE</i>		<i>STRONG</i>	
1. DEPENDABILITY	1	2	3	4	5	N/A
2. ABILITY TO SPEAK ARTICULATELY	1	2	3	4	5	N/A
3. LEADERSHIP	1	2	3	4	5	N/A
4. FLEXIBILITY	1	2	3	4	5	N/A
5. SELF-CONFIDENCE	1	2	3	4	5	N/A
6. HONESTY	1	2	3	4	5	N/A
7. FUN-LOVING/SENSE OF HUMOR	1	2	3	4	5	N/A
8. TEAM PLAYER	1	2	3	4	5	N/A

Please pick three of the applicant’s qualities as listed above, and give an example that explains why you chose the rating that you did. Attach a separate sheet if necessary.

On the back of this page, please include any additional comments about the applicant’s ability to be an effective Community Educator, public speaker, and role model regarding underage alcohol use and related issues.

Signature: _____ Date: _____



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Recommendation Form B

To be filled out by a peer to the applicant.

This is a recommendation for (name of applicant): _____

Name of supervisor/adult: _____

Organization: _____

Telephone: _____ Email: _____

How long have you know the applicant, and in what capacity?

Please rate the applicant in each of the characteristics below.

Circle N/A to any in which you cannot speak.

Table with 8 rows of characteristics and 7 columns of ratings (WEAK, AVERAGE, STRONG). Characteristics include Dependability, Ability to speak articulately, Leadership, Flexibility, Self-confidence, Honesty, Fun-loving/sense of humor, and Team player.

Please pick three of the applicant's qualities as listed above, and give an example that explains why you chose the rating that you did. Attach a separate sheet if necessary.

On the back of this page, please include any additional comments about the applicant's ability to be an effective Community Educator, public speaker, and role model regarding underage alcohol use and related issues.

Signature: _____ Date: _____