



NEW STAFF APPLICATION 2010

Information for Staff Applicants... Keep this Page!

Thank you for your interest in serving on staff at *Lead for Diversity*! Attached is an application form that must be filled out and returned to the American Conference on Diversity by **January 15, 2010**. ***No applications whatsoever will be considered after the deadline.***

What is Lead for Diversity?

Lead for Diversity is the cornerstone program in the American Conference on Diversity's Youth Leadership Institute. *Lead for Diversity* is a six-day program for entering sophomores, juniors, and seniors from high schools throughout the state. The program is devoted to providing a unique and meaningful experience for all of the student delegates, in which they can break barriers, deal with biased behavior, and develop an Action Plan to reduce prejudice in their own school communities. In addition, the delegates gain insight into their own lives and values. They are able to forge a connection between what they understand cognitively and how they feel about their experiences with prejudice. In the words of a delegate, *Lead for Diversity* "completed the journey from the mind to the heart for me." This journey is undertaken through carefully structured interactive workshops, intense small discussion groups, and experiential learning. The delegates are not only the beneficiaries of their *Lead for Diversity* experience, but also the creators of it.

When and where will Lead for Diversity 2009 take place?

Both *Lead for Diversity* 2010 sessions will be held at the Pocono Environmental Education Center (www.peec.org). The **mandatory** overnight training and sessions take place on the following dates:

Staff Training

June 12-13, 2010

(all staff must attend)

Session 1

July 24-30, 2010

(delegates arrive on the 25th)

Session 2

July 31-August 6, 2010

(delegates arrive on the 1st)

What do staff members do?

Staff members play a variety of roles at *Lead for Diversity*. They facilitate workshops and discussion groups, work one-on-one with participants, and serve as role models and mentors.

Counselors spend all of their time directly engaged with the delegates. They lead discussion and cabin groups, providing direction throughout the week by serving as the cornerstone of small group facilitation.

Advisors are adult community leaders, well recognized in their respective fields. At *Lead for Diversity*, they conduct large group experiential exercises, support counselors in discussion groups and in general, and participate in all activities.

1 Medical Professional and **1 Mental Health Professional** is needed for each session.

Who is American Conference on Diversity?

The American Conference on Diversity works with leaders to create and enhance a society that embraces social justice for us all. Our mission is to value diversity, educate and empower leaders, and promote inclusion and respect in schools, workplaces, businesses, and communities. The work of the American Conference on Diversity is among the most important activities we can do to create a positive, inclusive society. It is the unfinished business of living in a highly diverse state: educating and empowering our next generation of leaders; enhancing NJ workplaces; and helping to create inclusive communities. The American Conference on Diversity takes a historic mission and creates programs and activities relevant and vital to 21st Century life. It's a journey we can all take together.

Name _____ Email _____ Preferred # _____



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DUE BY JANUARY 15, 2010

PLEASE FILL OUT ALL PAGES OF THE APPLICATION COMPLETELY!

*Full Name: _____ *Name I Prefer to be called: _____

*Date of Birth: _____ *Occupation/Title: _____

*Email: _____ *Cell Phone: (____) _____

*Home Phone: (____) _____ *College/Work Phone: (____) _____

*Home Address: _____

*Home City: _____ *State: _____ *Zip: _____

*College/Work Address (circle one): _____

*College/Work City: _____ *State: _____ *Zip: _____

(Please notify the office immediately with any contact information changes)

*I prefer to be reached by:

- Home Phone College/Work Phone Cell Phone

*Between February and June, I prefer to receive mail/notices at my:

- Home Address College/Work Address

*T-Shirt Size:

- Small Medium Large X-Large XX-Large Other: _____

Please provide the following demographic information. Be as specific as possible.

This information will be used to ensure that we have as diverse a staff at Lead for Diversity as possible.

Only American Conference on Diversity staff and Advisory Council members see your responses.

Sex or Gender

(check all that apply)

- Female
 Male
 Transgender/
Transsexual
 Other:

Preferred Pronoun: _____

Racial/Ethnic Background

(check all that apply and please write in specific ethnic origin)

- Asian/Pacific Islander: _____
 Black/African/Caribbean: _____
 Latino(a)/Hispanic/Chicano(a): _____
 Middle Eastern: _____
 Native American/American Indian: _____
 Other: _____
 White/European: _____

Sexual Orientation/ Identity

(check all that apply)

- Bisexual
 Gay
 Lesbian
 Queer
 Questioning
 Straight/Heterosexual
 Other: _____
 No Response

Religious Identity _____ **Language(s) Spoken** _____

Any other information about your identity that you would like to share (e.g. physical ability, socioeconomic class, immigrant status, etc.)? _____



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Include additional pages if necessary (be sure to include your name on each sheet!)
Attach a résumé where possible and appropriate

(1) Please give the name, address, and phone number of **three** references that you have known for at least three years who are not related to you. If you are currently a high school student, please give the name, school, and phone number of three members of a school faculty or administration familiar with your conduct in schoolwork and extracurricular activities.

Name	Relationship to You	Email	Phone Number

(2) Previous *Lead for Diversity* (formerly Anytown) Experience (role and year): _____

(3) How did you hear about Lead for Diversity (reference)? _____

(4) Why do you wish to be a part of the *Lead for Diversity* experience?
 a. What do you expect to gain as a result of being a staff member?
 b. What do you expect to give as an LFD staff member?

(5) What life or social justice experiences have prepared you to relate to and guide delegates through their Lead for Diversity experience?



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(6) What do you believe would be your greatest challenge(s) as a staff member?

(7) Please take the time now to think outside the usual "application box" and express a piece of yourself that you would like to share with this community. The way or method through which you express yourself is entirely up to you and open to your interpretation—feel free to attach more paper or send something else along with the application. We are not looking for a "right answer"; however, we are looking for a piece of you—so take the time to "Be Real and Take Off Your Mask"! What we hear from Lead for Diversity staff year after year is that LFD can be an experience where a piece of you is constantly being given, a real conversation is being had, a safe community of sharing is being built. Through this question, our hope is to get a peek at a portion of what you stand for and what you share with our community. We thank you, in advance, for your honesty.

Position Applying For (please check all that apply):

- Counselor Advisor Co-Director Medical Professional Mental Health Professional

Available Sessions (please rank the sessions you can attend in order of preference; please note that YOUR FIRST CHOICE IS NOT GUARANTEED—you will be placed, if accepted, in the session that would most benefit from your specific identity and experience. Therefore, your availability will play a role in the selection process):

- ___ Session 1: July 24-30 ___ Session 2: July 31- August 6
(Staff arrives on the 24th) (Staff arrives on the 31st)

- * Yes, I will attend the Mandatory Staff Training weekend on June 13-14*
* Yes, I will attend the Staff Pre-Training on the first day of my assigned session*

****If your application is accepted, you will be invited for an interview in February 2010. Information will be sent via email. Please add henaz@americanconferenceondiversity.org to your safe senders list to ensure you receive information in a timely manner. Your application may also be deferred until 2011 due to very limited spaces and demographic needs. Your commitment and dedication to social justice and Lead for Diversity are what make our community possible—thank you for spreading your passion and sharing your voice whether or not you become a part of the Lead for Diversity staff!****



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Please list below any convictions for misdemeanor or felony offenses. Note that your participation as a Lead for Diversity staff member will be reviewed based upon the information provided. A formal criminal background check will be conducted upon acceptance and placement at a session.

No convictions

I certify that the information provided in this application is *true and complete*. I authorize the American Conference on Diversity to investigate all statements in this application and to secure any necessary information from all employers, references, academic institutions and other organizations. I also agree to execute any additional written authorization necessary for the American Conference on Diversity to obtain access to and copies of records pertaining to this information. I agree to release any person, company, or other institution from any and all cause of action that otherwise might arise from supplying the American Conference on Diversity with information it may request pursuant to this release.

I understand that any volunteering with the American Conference on Diversity is contingent upon receipt of satisfactory responses to any or all investigations conducted by the American Conference on Diversity. I understand that any false answers, statements, or misrepresentations by omission made by me on this application or any related document will be sufficient for rejection of my application, or for my immediate discharge if discovered after I begin providing services.

I agree to *comply with all policies, procedures, and rules* applicable to employees of the American Conference on Diversity and I understand that any violation may result in my dismissal.

I further agree to do the following:

- (1) *Complete staff paperwork (including background check) on time, or forfeit my space on staff*
- (2) *Attend entire two-day training workshop for staff on **June 12-13***
- (3) *Attend staff training the day before the delegates arrive at my Lead for Diversity session*

I hereby acknowledge that I have read and understand the preceding statement:

Signature

Date