



## **RETURNING STAFF APPLICATION 2010**

*Information for Returning Staff Applicants... Keep this Page!*

Thank you for your interest in returning as a staff member 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.**

### ***When and where will Lead for Diversity 2010 take place?***

Both *Lead for Diversity* 2010 sessions will be held at the Pocono Environmental Education Center ([www.peec.org](http://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 July 25)***

#### **Session 2**

July 31-August 6, 2010

***(delegates arrive on August 1)***

Your attendance at highly recommended trainings, such as the December 29, 2009 Facilitation Skills Training, is also strongly urged.

Please use this application as an opportunity for earnest self-reflection on the reasons you became and remain involved in *Lead for Diversity*. If you are not chosen to be on staff this summer, please continue to show your commitment to the program, as you always have, through your actions in your work and schools and by not giving up on the application process for next year. We hope not to lose any of you in our fight for social justice.

### ***What is the 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 an historic mission and creates programs and activities relevant and vital to 21<sup>st</sup> Century life. It's a journey we can all take together.*

Name \_\_\_\_\_ Email \_\_\_\_\_ Preferred # \_\_\_\_\_



### RETURNING STAFF APPLICATION 2010

**\*DUE BY JANUARY 15, 2010\***

**\*STAFF WHO APPLIED IN 2009: PLEASE ANSWER THE FIRST 2 QUESTIONS AND PAGE 5!\***  
**\*ALL OTHER RETURNING STAFF MEMBERS: PLEASE COMPLETE THE ENTIRE APPLICATION\***

\*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:  
\_\_\_\_\_

**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: \_\_\_\_\_

**Sexual Orientation/  
Identity**

*(check all that apply)*

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

Preferred Pronoun:  White/European: \_\_\_\_\_

**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.)? \_\_\_\_\_

Name \_\_\_\_\_ Email \_\_\_\_\_ Preferred # \_\_\_\_\_



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**QUESTIONS 1-2 ARE FOR ALL RETURNING STAFF APPLICANTS:**

(1) Please take one or two paragraphs to self-reflect and give honest feedback on your previous performance(s) as a staff member, including what you think you did well, as well as areas of improvement—if you were on staff in 2009, please limit your feedback to 2009. How do you plan on addressing these challenges this year?

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(2) What professional training(s) or life experience(s) have you gained since your last Lead for Diversity session that will add to your ability to fulfill your position this year? How?

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**QUESTIONS 3-6 ARE ONLY FOR THOSE RETURNING STAFF WHO DID NOT APPLY IN 2009:  
\*PLEASE SKIP TO THE LAST PAGE OF THIS APPLICATION IF YOU APPLIED IN 2009!**

(3) What do you believe are your strengths and contributions to Lead for Diversity's staff team?

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Name \_\_\_\_\_ Email \_\_\_\_\_ Preferred # \_\_\_\_\_



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(4) What issues that we address at Lead for Diversity (race, sexual orientation, gender, body image, ability status, privilege, etc) are you least aware of or find most challenging? How do you plan on heightening your awareness of these topics to better prepare for your role at Lead for Diversity?

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(5) How do you show your commitment to the mission and values of Lead for Diversity throughout the year? What part of the mission is *hardest* for you to adhere to when you are away from LFD?

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(6) What constructive feedback have you received in the past regarding some area of your performance at Lead for Diversity? How did you implement this feedback?

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**ALL APPLICANTS MUST COMPLETE THIS PAGE!**

**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  
(Staff arrives on the 24<sup>th</sup>)
- Session 2: July 31- August 6  
(Staff arrives on the 31<sup>st</sup>)

- \* 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\*

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**