



**Chicano Latino Youth Leadership Project, Inc.
2011 Conference Staff Application Form
SUPPORT STAFF
Sacramento, California
July 22 - July 30, 2011**

In order to complete the 2011 Conference Staff Application process, please provide and send application form and written responses to staff-selection@clylp.org or by mail to CLYLP at P.O. Box 161566, Sacramento, CA 95816 on or before Saturday, April 23, 2011. Mailed applications must be postmarked on or before the due date.

Full Name: _____

Address: _____

E-mail Address: _____

Daytime Number: _____ Evening Number: _____

Are you a CLYLP Alumnus? If so, what year? _____

My signature below certifies that all the information provided on this form and in my application is accurate and that I understand the time commitment and responsibilities associated with the conference staff position I am applying for.

Signature _____

Date: _____

SUPPORT STAFF APPLICATION

The CLYLP is looking for Support Staff applicants who are mature, reliable, hard working, and committed to assisting with the logistics of the entire conference under the supervision of the Conference Coordinator. The CLYLP is also looking for individuals who possess extensive experience and skills working with youth. As a reminder, all participating staff must attend a mandatory, day-long orientation session scheduled for Friday, July 22, 2011 and stay on site for the duration of the conference (through July 30, 2011). Being a peer counselor will involve your total commitment and dedication during these dates.

All staff applications will be carefully reviewed by the CLYLP Summer Program Staff Selection and Training Committee. Summer Conference Staff will be selected using pre-determined selection criteria approved by the CLYLP Board of Directors. Selected conference staff applicants will be notified by Tuesday, May 31, 2011.

Under the general direction of the Conference Coordinator, the Support Staff serves as the support network of conference logistics such as the store (La Tiendita), deliveries between presentation hall and dorm, airport transportation, store runs, and much more. The most important role of a Support Staff member is that of a positive role model and reliable worker.

Support Staff Responsibilities:

- Make a total time commitment to be present at the summer conference the entire week;
- Assist with the general coordination of the conference;
- Model the behavior expected of the student participants;
- Demonstrate flexibility in scheduling and responsibilities;
- Stay overnight in the same dorms as the students throughout the conference week and comply with the established rules and guidelines;
- Provide consistent support and assistance in the logistical coordination of the program;
- Assume responsibility for specific areas of logistical assistance such as:
 1. Audio-visual equipment set-up and monitoring
 2. Shuttle transportation driver to airport and other localities
 3. Dorm security and supervision
 4. Dorm office management and telephone receptionist

5. Materials and supplies monitoring for workshop presentations
6. Host visitors and presenters

As part of the application, you must submit a written response to the following questions. Please limit your responses to no more than 500 words for each question.

1. Discuss what you have accomplished since you attended the CLYLP. Focus on what leadership roles or projects you might have started because of the influence the CLYLP had on you.
2. Discuss why you feel you would make an excellent Support Staff Member. Talk about your organizational, technical, and people skills which would make you an exceptional candidate.

The deadline for all Support Staff applications is Saturday, April 23, 2011. Please send your completed application form and written responses to staff-selection@clylp.org or by mail to CLYLP at P.O. Box 161566, Sacramento, CA 95816 on or before Saturday, April 23, 2011. Mailed applications must be postmarked on or before the due date.