

# CLYLP STAFF APPLICATION REQUIREMENTS & ELIGIBILITY

## Institute | Support Staff

**PLEASE REVIEW THE BELOW INFORMATION BEFORE COMPLETING THE ONLINE APPLICATION.**

### CHICANO LATINO YOUTH LEADERSHIP PROJECT BACKGROUND

The CLYLP is a statewide, community-based volunteer organization whose mission is to enhance and build the leadership potential of California's youth to build communities and create a stronger more prosperous state and nation. CLYLP programs connect young people with community volunteers, policymakers and professionals to motivate leadership and civic engagement by strengthening cultural identity, self-confidence and community connections; and open doors to academic achievement, career growth, and leadership opportunities. CLYLP programs provide an opportunity to young people at a crucial moment in their lives to build their capacity and ambition, as well as alter their life courses.

### CLYLP REGIONAL INSTITUTES

CLYLP offers four regional institutes: the Bay Area Institute, the Central Valley Institute (formerly San Joaquin Valley), the Inland Empire Institute, and the Los Angeles Institute. Each institute offers a 3-day intensive program open to 50 incoming juniors and seniors from the designated region. Students are housed at a university campus and attend powerful workshops centered around the four 'C's – Culture, Community, College, and Careers and/or regional issues.

### VOLUNTEERING FOR CLYLP INSTITUTES

CLYLP programs provide a life-changing experience for high school students with the help of a special team of volunteers. Serving as institute Facilitators, Peer Counselors and Support Staff, these exceptional individuals commit to spend one weekend mentoring and sharing their talents with students, making a significant impact on the students' lives. CLYLP seeks energetic volunteers from various backgrounds and experiences to guide and shape California's future leaders. CLYLP alumni are especially welcomed to re- connect with the CLYLP familia by volunteering as institute staff members.

### COMMITMENT AND REQUIREMENTS

The main responsibility of institute staff is to supervise and ensure the safety of the high school participants. Staff is required to participate in all institute activities and must commit to attend and stay on site for the full three days of the institute. Volunteers will complete a half-day of training prior to the start of the institute.

### TRAVEL

- Persons selected to become CLYLP Institute staff members will be given further information about their specific roles, as well as the training day and check in time
- Volunteers are housed at university campuses, and all activities take place in the designated city
- Volunteers must make their own travel arrangements to and from the designated pick up/drop off locations at their own cost

### PROGRAMS

There are four regional institutes volunteers can apply to serve as staff:

<b>Bay Area Institute</b> June 21-23 @ UC Berkeley	<b>Inland Empire Institute</b> July 12-14 @ UC Riverside
<b>Central Valley Institute</b> June 14-16 @ Fresno State	<b>Los Angeles Institute</b> August 2-4 @ UCLA

## SUPPORT STAFF POSITION

Under the direct supervision of the Institute Chair, Support Staff serve as the support network of conference logistics (i.e. deliveries between presentation hall and dorm, airport transportation, store runs, technical support, etc). The most important role of a Support Staff member is that of a positive role model and reliable worker.

## SUPPORT STAFF RESPONSIBILITIES

- Commitment to be present at the institute the entire weekend
- Assist with the general coordination of the institute
- Model the behavior expected of all participants
- Demonstrate flexibility with scheduling and shared responsibilities
- Stay overnight in the same dorms as the students for the duration of the conference
- Comply with 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:
  - Audio-visual equipment set-up and monitoring
  - Shuttle transportation driver to airport and other localities
  - Dorm security and supervision
  - Dorm office management
  - Materials and supplies monitoring for workshop presentations
  - Host visitors and presenters

## ELIGIBILITY CRITERIA

To be eligible to serve as a Support Staff, you must:

- Must be at least 21 years of age **OR** be a full time college student
- Should live in the designated institute region and are responsible for travel costs to/from program sites

## APPLICATION SUBMISSION

The application is an online form found at [clylp.org/staff-application](http://clylp.org/staff-application)

## APPLICATION REQUIREMENTS

- Demographic information
- Current employment information
- Education information
- CLYLP Participation
- Resume & References
- 2 Essays
  - Why do you feel you would make an excellent Support Staff member? Highlight organizational, technical, and people skills that make you an exceptional candidate.
  - Please describe your experience working with Latino youth and the impact you feel programs like CLYLP have on Latino youth.

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