Youth Application

Due by Friday, March 13, 2020 – 4pm

www.CoatesvilleYouthInitiative.org
Summer Youth ServiceCorps Program 2020

Application Information

- The Coatesville Youth Initiative’s ServiceCorps is a program for youth residing within Coatesville Area School District between the ages of 14-18, which combines an eight-week employment experience with a challenging life and leadership skills development curriculum. This is a life-changing opportunity for young people to engage in personal and professional development activities and service project(s), so they become inspired and poised to carry our community toward a positive future.

- ServiceCorps offers work experience, opportunities to serve the community, life and leadership skills and a summer income. The program is free of charge, and we provide transportation from the Coatesville Youth Initiative office (545 East Lincoln Highway, Coatesville, PA 19320) to the work sites and back.

- ServiceCorps is open to youth residing in the Coatesville Area School District between the ages of 14 through 18, as of June 22, 2020.

- The ServiceCorps application and reference forms are due by Friday, March 13, 2020 at 4pm.

- We highly encourage all those interested in participating in ServiceCorps to attend, with a parent or guardian, one of the ServiceCorps Parent / Guardian Information Sessions listed below:
  - Tuesday, February 25, 2020 at 7:00pm – The Brandywine Center, 744 East Lincoln Highway, 4th floor Conference Room, Coatesville, PA 19320
  - Wednesday, February 26, 2020 at 7:00pm – Coatesville Area High School 11/12 Building – Large Group Room, 1445 East Lincoln Highway, Coatesville, PA 19320

- The following are the components of this application. You may use this as a checklist:
  - Applicant Information
  - Parent / Guardian Information
  - Emergency Contact Information
  - Applicant Questionnaire (Part 2 is FOR RETURNING PARTICIPANTS ONLY)
  - Certification of Accuracy
  - Participant Demographic Information
  - Two (2) Reference Forms
  - Include copies of necessary documents for Proof of Age, Proof of Address and a copy of your social security card.

IF SELECTED, you will then be asked to provide additional documents such as Work Permit and Bank/Payment Information.

- Submitting the Application: Each applicant may submit only one application through various ways:
  - Online: Complete the application online via [www.CoatesvilleYouthInitiative.org](http://www.CoatesvilleYouthInitiative.org) and attach the reference forms accordingly.
  - Email: Email the completed application (with reference forms) as a pdf file to Angelique@coatesvilleyouthinitiative.org with the subject line: ServiceCorps Applicant 2020.
  - Fax: Fax the completed application (with reference forms) to 610.380.0207. Attn: ServiceCorps 2020.
  - Mail: Mail the completed application (with reference forms) to Coatesville Youth Initiative – 545 East Lincoln Highway, Coatesville, PA 19320. Attention: ServiceCorps 2020.
  - Drop off: Drop off the completed application (with reference forms) at our office.

- The program is limited to 40 youth. Submission of an application does not guarantee acceptance in the program. Participants are chosen based on the quality of their application, references, availability, and interview process.

- The ServiceCorps Program begins with a five-day orientation June 15 to June 19, 2020 9:00am-3:00pm for participants. Selected participants must attend the orientation to successfully be enrolled in the ServiceCorps program. (Exceptions will be made on a case-by-case basis for school attendance only.)
Summer Youth ServiceCorps Program 2020

For more information or if you have questions about completing the application or the required documents, please contact Angeliqué Israel at Angelique@coatesvilyouthinitiative.org or call 610-380-0200 x204.

Application (page 1/7)

APPLICANT INFORMATION:

Applicant name ____________________________________________________  Birth date ______________________

First     Last                                   month / day / year

Social Security Number _____ - _____ - ______   Male ____ Female ____   Age _________ (as of 6/22/2020)

Citizenship Status     ___________ U.S. Citizen _______ Permanent Resident Alien  _______ Other
(Check one)

Mailing Address____________________________________________________________________________________

Street Address    City     State     Zip

Home Phone (_______) ________-___________   Cell Phone (_______) _________-____________

Township_______________________________________________  Email

Please print clearly. Email is our primary means of contact for this program.

Were you in the program last year? _____ Yes   ______ No (If yes, please make sure to complete the additional questions on pg. 5)

What is your t-shirt size (unisex)? _____ XS ______S ______M ______ L _____ XL _____XXL _____XXXL

Grade and school you are currently attending: __________________________________________ ____________________________

How did you hear about the ServiceCorps Program? _______________________________________________________

Are you currently or have previously been treated for mental, emotional or behavioral health?* ___ Yes  ___No
(*The answer to this question does not disqualify you from the selection process.)

Were you ever suspended or expelled during this school year? _____ Yes  _____ No
(If yes, please explain below)

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________
INTEREST:

Please rate the following activities below, on a scale of 1 to 5, with 5 being the most interested and 1 being the least interested. I am interested in the following activities of the ServiceCorps program.

___ Meeting new friends
___ Trying something new
___ Learning work readiness skills in a classroom environment (time management, getting and keeping a job, work experience)
___ Learning leadership skills in a classroom environment (understanding my talents, taking initiative, finding my voice)
___ Learning life skills in a classroom environment (working with others, financial literacy, public speaking)
___ Volunteering in my community
___ Earning money over the summer

Please list all dates (and reasons) that you anticipate being away from the ServiceCorps program if you were to be selected (vacations, weddings, sports camps, etc.). The program starts with an orientation Monday, June 15th until Friday, June 19th. Monday, June 22nd is the first day at the work sites. The last day in the program is Friday, August 14th. Graduation is scheduled for Tuesday, August 18th.

To graduate from this program, participants are required to complete at least 238 hours over the duration of the program and attend mandatory events: Program Orientation June 15th–19th and the Service Project August 15th, in addition to other requirements.

PARENT / GUARDIAN INFORMATION:

Name ____________________________________________
First Last
Email ______________________________________________
Please print clearly. Email is our primary means of contact for this program.

Mailing Address __________________________________________________________________________________

Daytime phone (_____) _______--___________ Cell phone (_____) _______--___________

Relationship ____________________________________________________________________________________________

EMERGENCY CONTACT INFORMATION:

Emergency contact name #1 & number __________________________ / (_____ ) _______--_________

Emergency contact name #2 & number __________________________ / (_____ ) _______--_________

Emergency contact name #3 & number __________________________ / (_____ ) _______--_________
Participant & Household Demographic Information

*** This information is for demographic purposes only ***

Ethnicity (Check one:)  ______ Hispanic (Any Race)  ______ Non-Hispanic

Race:  ____ American Indian / Alaskan Native  _____ Asian  ____ African  ____ Black / African American  ____Native Hawaiian or Other Pacific Islander  ____ White / Caucasian  ____ Multi-Racial

Other (please list) ______________________________________________________________________________

Do any of the following apply to you?  ____ Disabled  ____ Foster Care  ____ Homeless  ____ Teen-Parent  ____ Runaway  ____ Offender/ Court Involved  (Check all that apply)

Is the participant’s household currently receiving public assistance?  ____ Yes  ____ No

If yes, what type of public assistance?  _____ Safety Net/Home Relief  _____ Food Stamps  ____ SSI  (Check all that apply)  _____ Temporary Assistance for Needy Families (TANF)  ____ Other

Total annual household income  ____ $0 to $24,999  _____ $25,000 to $49,999  ____ $50,000 to $74,999  (Check one)  ____ $75,000 to $99,999  ____ $100,000 or more

Number of family members currently living in household ________
APPLICANT QUESTIONNAIRE:

Please answer ALL of the following questions using complete sentences. (Feel free to continue on a separate sheet of paper)

1. What do you hope to gain/learn from the ServiceCorps Program? What will you do to make sure you get what you want from the Program?

2. Describe a time when you failed at something. What did you learn from the experience?

3. What is the most challenging part of making decisions? What steps do you take to make decisions?

4. What actions, in your experience, make a group function successfully?
Summer Youth ServiceCorps Program 2020

Application (page 5/7)

APPLICANT QUESTIONNAIRE – PART 2 (FOR RETURNING PARTICIPANTS ONLY):

***If you were in the program in a previous year, please answer ALL of the following questions.

1. What was so great last year that you want to come back to ServiceCorps this upcoming summer?

2. Why should you be selected to come back to the ServiceCorps program this summer?

3. Identify a specific instance where you slacked off in the ServiceCorps program last summer. Describe how you will ensure you will not slack off again. (Hint: We ALL have areas in which we can improve.)

4. At the end of eight weeks, what skill, attitude, behavior, or knowledge would you hope to gain? Why is this important to you?

5. As a returning member of ServiceCorps, there is an expectation that you will come back as a leader and an example to new participants. What will you do to be a role model for the upcoming ServiceCorps class?
This page is intentionally left blank. Please continue to next page to complete application.
REFERENCE FORM:

Provide an adult reference who has worked with you at school, in sports, church, clubs or community organizations (not family members). These references are a required part of our selection process. This form should be returned along with the application; attached to your online application, emailed to Angelique@coatesvilleyouthinitiative.org, faxed to 610.380.0207, dropped off or sent to Coatesville Youth Initiative, 545 East Lincoln Highway, Coatesville, PA 19320. It is due by Friday, March 13th at 4pm. Any questions, please call 610-380-0200 x204.

Name of reference: ____________________________________________________ Date: ____________________________

Name of applicant: ____________________________________________________

Reference Email for follow-up questions: ________________________________ Phone number: (___) _____ - ______

How do you know the applicant? __________________________________________________________________________

Since when do you know the applicant? ___________________________________________________________________

In as much detail as possible, please describe the applicant’s involvement in his/her community and school, and his/her experiences, abilities and leadership potential.

This program requires a positive attitude, respect for others and listening skills. Please critique the applicant’s attitude, respect for others and listening skills, based on your experience with him/her.

Please critique the work ethic of the student applicant.

The Summer Youth ServiceCorps program is full-time service four days a week and a full day of skills training one day a week. Why do you think this student should be considered for the ServiceCorps Program?

Additional information you wish to tell us about the student applicant:
This page is intentionally left blank. Please continue to next page to complete application.
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Name of applicant: ____________________________________________________
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Since when do you know the applicant? ________________________________

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**IN ADDITION TO THE INFORMATION BELOW, IF YOU ARE SELECTED FOR THIS PROGRAM, YOU WILL THEN BE REQUIRED TO PROVIDE A COPY OF YOUR WORK PERMIT AND BANK INFORMATION FOR DIRECT DEPOSIT.**

In order to be placed at a service site, you will need to provide certain documents to us. You must submit **COPIES** of one (1) item from each of the 5 categories listed below as it applies to you. These items are needed to officially complete your enrollment so that you are eligible for a ServiceCorps position.

**NO COPIES WILL BE MADE AT THE COATESVILLE YOUTH INITIATIVE OFFICE.**

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<thead>
<tr>
<th><strong>1. Proof of Age</strong></th>
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<tbody>
<tr>
<td>□ Birth Certificate <strong>OR</strong></td>
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<tr>
<td>□ PA Driver/Non-Driver’s License <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>□ Alien Registration Card <strong>OR</strong></td>
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<td>□ Valid U.S. Passport</td>
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<tr>
<th><strong>2. Proof of Social Security Number</strong></th>
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<tr>
<td>□ Social Security Card <em>(ONLY)</em></td>
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<th><strong>3. Proof of Address</strong></th>
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<tr>
<td>□ Home Utility Bill <strong>OR</strong></td>
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<tr>
<td>□ Official Mail from School, or a Federal, State or City Agency</td>
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Please provide **ONLY** if applicable

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<th><strong>4. Proof of Disability: Official documentation</strong></th>
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<tr>
<td>□ As applicable certifying disability from a physician, ACS, HRA, School, Social Service agency or authorized entity.</td>
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<th><strong>5. If previously or currently court involved, please provide official documentation to explain:</strong></th>
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<tbody>
<tr>
<td>□ Your involvement</td>
<td></td>
</tr>
<tr>
<td>□ Sanctions from the court officials</td>
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*Please note: all documents submitted must be valid as of the submission date.*