

# Project Transformation AmeriCorps Member Application 2012

**Application Deadline:** April 1, 2012 (Gladly accepted Earlier)  
**Dates of Service:** May 21<sup>st</sup>– July 27<sup>th</sup>, 2012

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Please check the position for which you are applying. If more than one please rate in order 1,2,3.

AmeriCorps Member (please select any of the following that apply)  
 Team Coordinator  
 Reading Coordinator  
 Afternoon Activities Coordinator

**Personal Information:** (please place an \* by address and phone number indicating preferred contact method)

Full Name \_\_\_\_\_ Preferred Name \_\_\_\_\_ DOB \_\_\_\_\_  
School \_\_\_\_\_ Major \_\_\_\_\_ F/S/Jr./Sr. \_\_\_\_\_  
Social Security Number \_\_\_\_\_

**Please place an \* by the address where you would prefer to receive mail.**

Present Address: (until: \_\_\_\_\_) Permanent Address: \_\_\_\_\_  
Street \_\_\_\_\_ Street \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ City/State/Zip \_\_\_\_\_

**Please place an \* by the phone number where you would prefer to receive calls.**

Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

T-Shirt Size: S M L XL XXL XXXL (Please circle one. All shirt sizes are adult sizes)

**Office Use Only**

Received: \_\_\_\_\_  
PI: \_\_\_\_\_

**Personal Reference:**

**Please list one reference. Your reference should be an employer, teacher, mentor or minister. Please fill out their information below and have them fill out the attached reference form.**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

**\*Please answer the questions on the following page. After we receive all of your information, you will receive a phone call for a brief interview during late March or early April.**

**\*Project Transformation is sponsored by the United Methodist Church and funded by AmeriCorps. If selected, you will be trained as and become an AmeriCorps Member. You may find out more about AmeriCorps at [www.americorps.org](http://www.americorps.org).**

**PROJECT TRANSFORMATION 2012**

**Training:** Project Transformation AmeriCorps Members ***MUST*** attend training during May 21<sup>st</sup> – June 1<sup>st</sup>, 2012  
**(Please note that starting date differs due to extra training given to Team and Reading Coordinators. All Team and Reading Coordinators will report to leadership training on the 21<sup>st</sup> and all other members will report on the 22<sup>nd</sup>.)**

**Typical Day:** Project Transformation camps run Monday-Thursday from 9:00-3:00 starting June 4<sup>th</sup> through July 27<sup>th</sup>.

Interns work on a team with 5 other interns. AmeriCorps Members plan, organize and run the camp for 40-65 children in grades 1<sup>st</sup>-6<sup>th</sup>. Activities include: Reading, Arts and Crafts, Computer/Math/Science, Recreation and Afternoon Enrichment Activities.

**Living:** AmeriCorps Members live together in a community setting. Room and Board are provided and are not optional. Members are required to live in housing provided and attend all evening meals provided by volunteers.

**Hours:** All AmeriCorps Members are required to serve 300 hours over the 9 week period.

## Project Transformation Prospective AmeriCorps Member Questions

Using **additional paper**, please respond to the following questions with a brief paragraph for each question.

1. How did you hear about Project Transformation and what is it about the position that appeals to you the most? If you heard about the program from a previous intern please be sure to specifically mention their name.
2. Tell us a little about your background. Also, what is one of your weaknesses and one of your strengths?
3. Do you speak a second (or more) language?
4. What experience have you had working with children? Have you ever worked with children from a low-income background?
5. One of Project Transformation's goals is to introduce the children to new activities, arts, interests, games, etc. What unique talents, interests, and skills would you bring to this position?
6. Attached is a list of the different coordinator positions and their basic responsibilities- please indicate which one appeals to you most with the understanding that you might be asked to do any one of them. Are there any areas you wouldn't be comfortable leading?
7. What kind of leadership positions have you held in the past? What extracurricular activities have you been involved in? What community organizations have you been involved in during the past two years?
8. What do you understand a "low –income community" to be?
9. Everyone participating in Project Transformation lives together in a community setting and interns must be flexible and ready to live with people with different backgrounds, beliefs, and ideas. Do you consider yourself a flexible person?
10. We are a faith-based organization; however, we do not require any religious obligation or teaching. We believe that the Member's most valuable part of the summer is being a **positive** mentor to underserved children by demonstrating high moral standards and emphasizing good values. Please explain if you are comfortable with this and how you would approach sharing what it means to be a moral person without religious teachings.

## Project Transformation AmeriCorps Member Reference Form 2012

Applicant's Name: \_\_\_\_\_

Reference Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Thank you for taking the time to share your insight into the applicant's potential for service as a summer AmeriCorps Member with Project Transformation. Through this program, the Members will lead a summer literacy program for children in urban churches. The summer Members serve as role models in the communities in which they serve. They must be able to work collaboratively with other Members as well as by themselves teaching children. We would appreciate your assessment of the candidate. Please complete this form and return it to the applicant **in an envelope signed across the seal.**

Please rate the member from 1 (lowest) to 5 (highest):

1. Reliability	1	2	3	4	5
2. Flexibility	1	2	3	4	5
3. Ability to take initiative	1	2	3	4	5
4. Ability to solved problems	1	2	3	4	5
5. Ability to work with others	1	2	3	4	5

Please answer the following questions (You may use the back if necessary):

1. Would you recommend this applicant to work with children and families? Why or why not?
2. What do you consider this person's greatest strengths and weaknesses?
3. Does the applicant establish and maintain strong friendships/working relationships?
4. Project Transformation requires long and intense hours. How does this person function in difficult situations?

\*Again, please return this form to the applicant  
in an envelope signed across the seal. \*

# **Project Transformation 2012**

## **Summer Coordinator Positions & Descriptions**

**\* Each site is composed of a 6-7 member team where each member fills one of the following positions.**

**Team Coordinator:** This position requires an organized individual with exceptional communication and leadership skills. The team coordinator is responsible for guiding the team without an attitude of superiority. Team coordinators are responsible for gathering all team paperwork and ensuring it reaches the appropriate individual. Team coordinators are responsible for managing an excel database and entering and tracking campers during the 8-week program. Team coordinators also add all volunteers from their site into an excel database. Team coordinators must be available the 2 days preceding the initial training date for additional training unique to their position.

**Reading Coordinator:** Reading is the main focus of our program. This individual must have good communications skills and a commanding presence. Reading coordinators have more direct contact with our volunteers than any other position. They are responsible for tracking the progress of all readers at their site. They must enter and submit reading scores weekly to the program staff for each city. Reading coordinators must be available the 2 days preceding the initial training date for additional training unique to their position.

**Computer Coordinators:** The coordinator must be comfortable teaching math, science, and leading interactive computer activities with the children. This position covers a myriad of subjects and will have discretion to decide which to focus on most. The coordinator for this position should have a general knowledge of computers and be able to teach in an innovative manner.

**Recreation Coordinator:** The recreation coordinator must have lots of energy. This rotation allows children to expend energy while learning the value of good sportsmanship and a positive attitude. This rotation must be lead by an individual who will strive to connect with the children and teach them the value of good health.

**Arts Coordinator:** This position requires someone who unique and creative. This position requires that lessons be prepared in advance so that they are easily accessible to the children. This rotation serves as an outlet for self-expression for our children. This coordinator must demonstrate the ability to teach a lesson that might be attached to an activity.

**Afternoon Activities Coordinator:** This position requires someone who is extremely organized and good at planning. The afternoon activities for our program take place in the afternoon for a 2 hour block of time. This coordinator must be willing to plan field trips according to the curriculum and with the knowledge and approval of their Site Coordinator. A.A. coordinators must possess good communications skills and makes plans evident to team at the beginning of each new week.

**Harambee Coordinator:** This person in charge of our morning gathering time where the children gather together to discuss the day's focal point. This activity lasts for about 30 minutes and usually includes a game, song, and lesson. Harambee coordinators must be willing to rotate and assist other rotations throughout the day once their job for the day is complete. Persons considering this position must be bold, loud, and extremely energetic.

Please return your completed application to:

Project Transformation  
Lindsey Bryan  
1501 NW 24<sup>th</sup> Street  
Oklahoma City, OK 73106

Or email it to:  
lbryan@okumc.org

You can also fax it to the following number:  
405.525.4164

\* Please call 405.530.2009 or e-mail the above number if you plan to fax your application to the office so we know to look for it at the fax machine.

The following should be returned:

- The 2012 Member Application
- One sealed Reference
- One set of **TYPED** responses to AmeriCorps Member Questions

**\*\*Please do not return the member questions, position descriptions page, or this page with the application.\*\***

## CRIMINAL HISTORY RECORDS AUTHORIZATION

I hereby authorize Project Transformation to conduct a State Criminal Registry Check and a National Sex Offender Public Registry Check for my prospective participation in an AmeriCorps program. I realize that my selection to participate as an AmeriCorps member is contingent on the results of the background checks mentioned above.

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Name (printed)

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Signature

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Date

This form must be physically signed. No e-mails or faxes will be accepted.