



**BOYS & GIRLS CLUBS**  
OF HARFORD & CECIL COUNTIES

**Young Leaders Academy Application**

**Personal Information:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Club Branch: \_\_\_\_\_

Membership #: \_\_\_\_\_ Age: \_\_\_\_\_ Current Grade/School: \_\_\_\_\_ GPA: \_\_\_\_\_

Available Start Date: \_\_\_\_\_ Are you currently working: Yes or No?

**Education:**

**Name of School**

**Major**

Education:	Name of School	Major
High School		
Middle School		
Other Skills/Training		

Sports/Clubs/Activities: \_\_\_\_\_

**Volunteer Experience:** \_\_\_\_\_

**Location**

**Dates**


**Work Experience:**

**Dates Employed**

**Company Name**

**Position**


**References:**

**Name**

**Contact Number**

**Relationship**


**Your Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Parent Phone Number:** \_\_\_\_\_

**Parent Email:** \_\_\_\_\_



**BOYS & GIRLS CLUBS  
OF HARFORD & CECIL COUNTIES**

### **What is YLA (Young Leaders Academy)**

The Young Leaders Academy (YLA) is an exciting youth development program that equips our teens with life skills, tools for academic success, and goals for graduating to the next level in life.

The Young Leaders Academy will prepare our youth for an active leadership role as a service professional or volunteer leader. The Youth are required to participate in several leadership and goal oriented programs, to ensure an effective and successful post high school transition. These programs include Community Service, Career Launch, Money Matter, Junior Staff, and Goals for Graduation. The Young Leaders also participate in additional programs that develop personal skills related to employment such as responsibility, proper work ethics, decision making and accountability, all while gaining actual work, volunteer, and community service experience.

The program teaches giving back through hard work, dedication to their club and community, while helping others and achieving their goals in the process.

### **How to join the Young Leaders Academy**

- Be a current BGC member ages 13-16
- Have regular Club Attendance
- Submit one Citizenship/Leadership Recommendation Letter
- Submit one Teacher Letter of Recommendation
- Submit ONE essay of your choice. Please see attached scoring rubric:
  - What does it take to be a leader?
  - Does social media have an effect on leadership?
  - How do you plan on exhibiting leadership among your friends?
- Attend an interview scheduled with Club staff
- \$40 nonrefundable application fee must be submitted with application AND updated membership form.
- Upon acceptance into the program a \$55 weekly fee will need to be paid for each week attended. These payment will be due the Thursday before the following week.
- **Deadline date for application will be April 30<sup>th</sup>, 2019**
- Interviews will begin on May 6<sup>th</sup>, 2019
- Commit to the full 8 weeks June 24<sup>th</sup> - August 23<sup>rd</sup>



**BOYS & GIRLS CLUBS  
OF HARFORD & CECIL COUNTIES**

## **Young Leaders Academy Job Description**

**Job Status:** School Year/ Summer, Part Time or Full Time

**Reports To:** Teen Coordinator, and/or Branch Director

**Grade Level:** 6<sup>th</sup> grade through 12<sup>th</sup> grade

**Work Schedule:** YLA assisting BGC Staff in programming

YLA Lunch Break

YLA Sessions

### **POSITION SUMMARY**

During the summer program the youth will participate and assist the Staff as well as be a mentor to younger children. The youth are also required to participate in skill building and hands on Club work in the following areas:

- Community Service
- Career Launch
- Money Matters
- Goals for Graduation
- Junior Staff

### **POSITION QUALIFICATIONS**

**Team Building** - Able to work with Senior Staff, children and Young Leaders

**Leadership** - Ability to influence others to perform their jobs effectively and to be responsible for making decisions.

**Responsible** – Ability to be held accountable or answer for one's conduct.

**Accountability** – Ability to accept responsibility and account for his/her actions.

**Honesty / Integrity** – Ability to be trustful and be seen as credible in the workplace.

**Active Listening** – Ability to actively attend to, convey, and understand the comments and questions of others.

**Friendly** – Ability to exhibit a cheerful demeanor toward others.

**Safety Awareness**–Ability to identify and correct conditions that affect children's safety.

**Energetic** – Ability to work at a sustained pace and produce quality work.

**Creative** – Ability to think in such a way as to produce a new concept or idea.

**Goal Oriented** – Ability to focus on a goal and obtained a pre-determined result.

**Conflict Resolution** – Ability to deal with others in an antagonistic situation.

\*\*All Young Leaders will be assigned to an area, and must stay in their designated area unless otherwise directed by their Clubs Branch Director. There will be an option to rotate through the areas upon request and at the Branch Director and Teen Coordinator's discretion.



**BOYS & GIRLS CLUBS  
OF HARFORD & CECIL COUNTIES**

For Parents/ Guardians:

The Young Leaders Academy is a newly revamped program for teens, ages 13-16 years old. We are excited to start summer 2019 with our new program!

The YLA will prepare your youth for an active leadership role as a service professional or volunteer leader. This is an 8-week program that requires your youth to participate in various sessions in addition to assisting the Club Staff in assigned areas: Community Service, Career Launch, Money Matters, and Goals for Graduation. Through the various sessions over the 8-week program your youth will additionally develop personal skills related to employment such as leadership training, responsibility, proper work ethic as well as gaining actual work, volunteer, and community experiences. The Clubs will be attending several field trips and weekly swim days at the Aberdeen Family Swim Center which your child will be able to attend if they so choose.

Each applicant will undergo an application and interview process by the Branch Director of the Club which they are applying and Teen Coordinator. Your youth is responsible to submitting the following: application, \$40 application fee (non-refundable), one essay stating "What I can bring to the YLA program," submits one letter of recommendation from a teacher, and one character/ leadership letter of recommendation.

- The application and letters of recommendation are due April 30, 2019 to your Branch Director.
- Interviews will begin May 6, 2019

An important note: ALL young leaders will be assigned to an area and must stay in their designated area unless otherwise directed by staff. Also, as parents it is important to understand if your child cannot perform the given tasks and is repeatedly rebellious, they will be terminated.

If there are any questions or concerns, do not hesitate to contact the Club Branch Director.

I'm looking forward to getting to know your youth and a GREAT summer!