

PART ONE – PERSONAL INFORMATION

YSOP seeks a staff with varied racial, ethnic and religious backgrounds. We do not discriminate against persons on the basis of race, color, sex, sexual orientation, religious affiliation, national origin, citizenship status or age. Appointment to the Fellows program is conditional upon the completion of a background investigation satisfactory to YSOP.

Name:

Current Address (until date _____):

Home phone:

Work phone:

Cell phone:

Email address:

Permanent Address (if different):

Permanent Home phone:

Social Security #

Citizenship:

If you are not a US Citizen, what is your citizenship status?

Have you ever been convicted of any crime by a civilian court or by military authorities?

Yes _____ No _____

If you answered *no* to the above question, skip to *Certification* below. If you answered *yes*, please explain:

CERTIFICATION

I certify that all of the statements made in this application are true, correct and complete, to the best of my knowledge, and are made in good faith. I understand that misinformation or omission of information could result in disqualification and/or termination as a YSOP Fellow.

Signature

Date

If you submit your application via e-mail, please complete this signature page and mail it separately to YSOP.

PART TWO – EDUCATION, EXPERIENCE & SKILLS

Please submit a résumé, no longer than two pages. Include your name and address on each page and:

- ◆ Information about your education, including schools and dates attended, degrees, field of study, any honors
- ◆ Work experience: include temporary positions, summer jobs, internships, etc.
- ◆ Volunteer/ service experience

For each job or volunteer position that appears on your résumé, please list the following:

- ◆ Position(s) held
- ◆ Name(s) of organization
- ◆ Responsibilities
- ◆ Dates of employment or involvement

SKILLS

Please rank your level of expertise (1 is low level, 5 is highest level) in each of these skills. Specify any experience or training you have had that might be useful. Indicate if you have a special interest in developing a skill.

Computer savvy:

Word processing

Databases

Spreadsheets

Web design

What formats and software do you use?

Group Leadership

Public Speaking

Writing

Fund raising

Graphic Arts & Photography

Work With Youth

Other

PART THREE – SELF REFERENCE

Please provide two brief essays, no more than 1 page for each subject.

- A. Describe a recent service experience and its impact on you.
- B. Why do you want to be a YSOP Fellow and what you hope to gain from this program?

PART FOUR – REFERENCES

Please ask two people to complete the YSOP Fellows Program reference forms on your behalf. A reference should come from someone who has supervised you as an employee or volunteer, a professor who knows you well, or an advisor. We will not accept references from family members or close friends.

Who will be completing your reference forms?

- 1.
- 2.

PLEASE NOTE: No YSOP Fellows Program application is reviewed until complete. It is *your* responsibility to see that personal reference forms are sent to YSOP in a timely manner. References can be mailed or faxed to YSOP.