



YOUTH INSTITUTE ALUMNI SPECIALIST APPLICATION 2021

This program is made possible by funding from the 21st Century Community Learning Center Program of the SD DOE

GENERAL INFORMATION

TEEN'S NAME _____ NAME LIKE TO BE CALLED _____
First Last

GENDER: M ___ F ___ AGE ___ BIRTHDATE ___/___/___ ETHNICITY _____

TEEN'S CELL PHONE (Optional) (____) _____ OKAY TO TEXT CELL PHONES? Y N

TEEN'S EMAIL (optional) _____

HOME PHONE (____) _____

HOME ADDRESS _____ CITY _____ ZIP _____

FOR 2021-2022 SCHOOL YEAR: SCHOOL: _____ GRADE _____

1st PARENT/GUARDIAN'S NAME _____
PHONE: (____) _____

2ND PARENT/GUARDIAN'S NAME _____
PHONE: (____) _____

PARENT/GUARDIAN'S EMAIL(S) _____

TEEN LIVES WITH _____

NON-PARENT EMERGENCY CONTACT _____
PHONE (____) _____

PARENT / GUARDIAN PERMISSION STATEMENT

I, _____ give my son / daughter _____
Parent/ Guardian's Participant's Name

permission to participate in the YMCA Youth Institute, which includes a training week May 31 – June 4, a five-day wilderness retreat, field trips, and computer class time from June 7 to July 30, 2021. I understand that 100% attendance is crucial to my child's success in the program. I understand that my child is in good health and able to participate in all activities. I understand that my child will be under direct adult supervision at all times. I understand that my child may be suspended or terminated from the Youth Institute for violating any rules or the Code of Conduct or unexcused absences. I understand that my child will be terminated from the program for more than two unexcused absences. I understand that the YMCA is not responsible for any lost, damaged or stolen personal articles that my child may bring to the program. I give my permission for responsible adult leaders to seek out any necessary medical care for my child in the event of an emergency and I cannot be reached. I authorize the YMCA to have and use photographs, slides, and video of the person named on this application as may be needed for its public relations program. I agree to waive any claims against the YMCA and its members, volunteers, and consultants for injuries or damages that may result from the conduct of other participants in this program.

Parent / Guardian Signature _____ Date _____

Due April 15th 2021 at 6:00 PM



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YOUTH INSTITUTE'S CODE OF CONDUCT

- I understand the Youth Institute is eight (8) full weeks, including a week-long Wilderness Retreat June 7th – June 11th, followed by seven weeks of Monday through Friday, 9:00am to 4:00pm, June 14th, through July 30st, 2021. Alumni Showcase (graduation) will be Saturday, August 1st, 2020.
- I understand that there is a training week May 31st - June 4th, 2020 (Monday – Friday) from 9:00am to 4:00pm for Alumni and higher.
- I understand that 100% attendance is essential to my success in the program. Having less than 100% attendance may result in consequences including not graduating. This includes being on time.
- I also understand that more than two (2) unexcused absences are grounds for termination from the Youth Institute.
- I understand that I must be present for the full length of the Wilderness Retreat, as it is a vital time for relationship and team building. Choosing to leave early (or having to leave as a result of behavior issues) will mean forfeiture of my position in the rest of the Summer Program.
- I understand that I am expected to use appropriate language, am not allowed to smoke, chew tobacco, possess any smoking materials, possess alcoholic beverages or illicit drugs while a participant in the Youth Institute.
- I understand that possession of illegal weapons or firearms is immediate grounds for expulsion.
- I understand that I will be terminated immediately if I access any sexual content or hate websites while attending the Youth Institute or using their computers or Internet hookups.
- I understand that there is a dress code. No suggestive low cut halter-tops. No clothing with suggestive or derogatory logos. Casual dress is allowed.
- I understand that as a participant, I am encouraged to develop friendships with other members of the program, but displays of affection (hand-holding, kissing, excessive hugging, etc.) and starting new dating relationships with other YI members are NOT permitted during the 8 week summer of Youth Institute. Violation of this may result in termination from the program.
- I understand that I may not bring cell phones, tablets, video games, or other electronic devices to the Youth Institute Wilderness Retreat. Any devices (including cell phones) brought during the day will be safely stowed away by YI Staff and returned at the end of the day.
- I understand that I may also be suspended or terminated for fighting, threatening, stealing, disrespecting any staff member's authority, or being disruptive to the learning environment of the Youth Institute.
- I understand that messing with or deleting another person's files on a computer is grounds for expulsion from the program.
- I understand that I may be terminated for not following any staff member's instructions while in the Youth Institute class or on the Wilderness Retreat.
- I understand that all of my personal belongings while attending the Youth Institute are my sole responsibility and that the YMCA is not responsible for damaged, stolen or lost possessions.
- I agree to attend the school year's Youth Institute program at a minimum of 22 days during the school year. *(Required for those wanting to be part of future summers and gain higher rankings within YI)*
- I understand that I am committed to helping YI with 10hrs of YI Projects between September 2020 and May 2021 after I graduate the Youth Institute Summer Program. *(Required for those wanting to be part of future summers and gain higher rankings within YI)*
- I understand that I will have the opportunity to help with Youth Institute's Perspective and other in-house projects as needed.

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I have read and understand this Code of Conduct for the YMCA Youth Institute. I also understand that these are primarily the basic rules of participation. There are other rules that may apply. I will abide by all of the above regulations or may risk termination from the Youth Institute.

Teen's Signature _____ Date _____

Parent/Guardian's Signature _____ Date _____

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JOB DESCRIPTION YMCA Youth Institute Summer Alumni Specialist

REPORTS TO:

FROM: 9:00 to 4:00 Monday-Friday

General Function

This position allows you to grow in your area of choice through researching, teaching, and completing a final "capstone" project as agreed upon by you and the Youth Institute staff. This position also allows you to mentor and help the Alumni class with their final films, and other projects.

Specific Responsibilities to Graduate

This position will carry out all of the tasks given by the Instructors and the Alumni Director of the Youth Institute. This position will be under the supervision of the Youth Institute Alumni Director and other YI Staff at all times. Responsibilities include:

1. Teach a lesson to the Alumni in your chosen specialty area.
2. Be available and willing to act in Alumni final films.
3. Help other Alumni Specialists as need be.
4. Complete a final "Capstone" project agreed upon by teen and staff.
5. Attend the wilderness retreat and participate in and lead activities.
6. Complete a work journal & checklist for each day.
7. Create a professional Portfolio in your chosen specialty area. (can be creative with this, a website, a magazine, etc...)
8. Complete Level 1,2,3 Badges in your specialty area, or agree on "project" to complete with staff.
9. Complete level 1,2,3 of the Leadership Badges.
10. Complete 5 projects in specialty area during the 2020-2021 school year.
11. Turn in all projects on or before the due date.
12. Study for and take the Adobe ACA most applicable to your specialist area (near end of July).
13. Help work on Perspective jobs that may come up throughout the summer.

Qualifications

Must be in good standing with the Youth Institute. Must be an Alumni of a Youth Institute class. Must be striving to achieve high grades in school. Must be a committed year round member who has offered to help and support the Youth Institute and other YMCA programs. Must have a good general knowledge of the assignments and the hardware / software / equipment of the Youth Institute. Must be a mature high school student. Must have worked on creating a portfolio and completing badges during the school year.

EFFECT ON END RESULTS

This position guarantees the continued success of the YMCA Youth Institute and its student body. This position also gives support to each continuing class and melds the classes into one student body within the Youth Institute framework and principles. This position also builds upon the leadership philosophy of the Youth Institute in creating future Youth Institute Instructors from the classes themselves.

I have read and understand this Job Description and promise to fulfill the duties to the best of my abilities.

Signed _____ Date _____

Youth Institute Alumni Director _____ Date _____

APPLICATION QUESTIONS

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NAME _____ YI ALUMNI CLASS OF: _____

WHY DO YOU WANT TO BE A PART OF THIS YEAR'S YI AS AN ALUMNI SPECIALIST?

WHY DO YOU THINK YOU ARE QUALIFIED TO BE AN ALUMNI SPECIALIST?

ARE THERE ANY DATES DURING THE YI SUMMER YOU KNOW YOU WILL BE GONE? IF SO, PLEASE LIST THEM BELOW:

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HOW HAVE YOU CONTRIBUTED TO THE YOUTH INSTITUTE THIS PAST SCHOOL YEAR?

WHAT YI BADGES HAVE YOU COMPLETED?

- Leadership Badge Level 1
- Leadership Badge Level 2
- Leadership Badge Level 3
- YI Guiding Principles Badge
- Level 1-3 badges in your specialty area
- Five Personal Projects in your specialty area completed (list below):

- _____
- _____
- _____
- _____

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○ _____

WHAT OTHER PROJECTS HAVE YOU COMPLETED THIS SCHOOL YEAR?

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WHAT WILL YOUR SPECIALTY AREA BE IN?

-

WHAT ARE SOME IDEAS FOR YOUR CAPSTONE PROJECT? (If you are accepted, this will be discussed in more detail with staff)

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