

2018 Career Exploration FA Application

Application to become a Focus Assistant for the Career Explorations Conference.

Please submit this completed application by January 19, 2018.

After you have submitted your application please print a copy of the confirmation email, have the teen and educator initial it, and keep it on file.

If you have previously been a Focus Assistant, you still need to submit a complete application. Everyone interested in becoming an FA should complete this application, even if they have already submitted a STARR committee application.

Note: the Career Explorations Conference sometimes overlaps with summer school, college, or work responsibilities. Please review these possible commitments to make sure being a FA would fit into your schedule. Thank you!

Learn more about the conference and these leadership roles here: <http://4hstaff.cce.cornell.edu/career-explorations>.

Youth name *

Date of birth *

Home phone *

Youth Cell phone (or note if no cell phone) *

Email Address *

What is the best way to reach you? *

Home address, street, city, state, zip *

County where enrolled in 4-H *

Program applying for *

- Focus Program
 University U Group
 Either

I have read and fully understand the job description and expectations of a Focus Assistant.

I agree to abide by the expectations and time commitment required. I have participated in Career Explorations in the past and I am 16 years old or older. I will participate in planning retreats, follow-up meetings, and the Campus Training day Monday before Career Explorations begins. I understand that email will be a major communication method and agree to read and respond to messages in a timely way. *

I have read, fully understand, and can abide by the expectations.

Date

Have you been a Focus Assistant before? *

Yes

No

If so, how many years? What focus programs were you an FA for? *

As the parent of the above listed young person, I fully understand the expectations and time commitment required of my son/daughter serving in the role of Focus Assistant. *

I Understand

Date

Parent phone (cell)

Parent email

As a Focus Assistant, you would be faced with a variety of situations that tap both your leadership and decision-making skills. Tell us how you would deal with the following scenarios.

You are responsible for leading your group each day to the building/classroom and taking attendance when departing and arriving. You are given a class roster before the programs begin, and no one is able to switch programs without approval from the Conference Coordinators.

Upon arrival to your classroom, a chaperone in your group informs you that they sent a youth to a different Focus program because the youth said they were bored and wanted to switch. What do you do?

You participate in the Focus or UU program just like the other youth. However, you also are responsible to be on the lookout for behaviors that are not 4-H appropriate. What would you do if you saw a youth with their head down during the program and who explained he was up late and was tired but means no disrespect?

It is important to the workshop facilitators that sessions start on time. It's time for your group to depart and three participants have not arrived yet. What do you do?

The group dynamic is important so you find ways to connect with participants in your UU group. During the walk between sessions you lead the group and give directions to the 4-H members in the front of the group. You notice that four participants have lagged behind. What do you do?

Your workshop session is unbelievably fun but it ends early. What do you do?

Attachments

Cover letter indicating your interest in being a Focus Assistant and the reasons why you should be selected. Include what strengths you will bring to the planning team and what you hope to learn by participating. *

No file chosen

Completed resume, including specific mention of your experience with Career Explorations, experience as a Focus Assistant, and other 4-H leadership roles as applicable. *

No file chosen

Letter of recommendation from county educator or county 4-H staff *

No file chosen

Letter of recommendation from a peer or an adult other than a county educator

*

No file chosen
