

YMCA AT VIRGINIA TECH

PROGRAM LEADER APPLICATION



Dear Applicant,

Thank you for your interest in serving as a Student Program Leader with the YMCA at Virginia Tech! Since 1873, we have been building community through learning, leadership and service on the VT campus and throughout the New River Valley.

Our Student Programs proudly serve the community through a variety of programs for K-12 youth, adult community members, and Virginia Tech students. We reflect the YMCA of the USA's mission to promote Youth Development, Healthy Living, and Social Responsibility in our daily efforts.

By joining our team, you have the opportunity to make a real difference in your community and develop valuable leadership skills. Here are a few highlights:

- **It's genuine experience.**
Volunteering as a Program Leader will provide experiential opportunities to compliment your academic and career goals.
- **You are a part of a community.**
Program Leaders are a unique and talented team who support one another's efforts, along with support from YMCA professional staff.
- **We'll help you grow personally.**
YMCA staff will strive to ensure your experience with the YMCA at VT provides you with the challenges you need to grow, opportunities for success, and the support to pursue new interests and achievements.
- **You will have a lasting impact.**
Our programs are student-led and student-driven, but they do not end when students graduate. Your work will go beyond your time at Virginia Tech – some of our programs have been active since 1986!

Please review the application materials enclosed for a position description and details. We encourage you to speak with current YMCA staff and student leaders if you are interested in applying!

Please feel free to contact Katie Atkinson, President with questions or for contact information for specific student leaders. You can visit the YMCA Student Programs office in 312 Squires, call (540) 231-3734 or email at volcoordinator@vtymca.org.

Sincerely,

YMCA at VT Staff & Student Leaders

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Position Description:

Student Program Leaders (PLs) are instrumental in delivering high-quality, community services throughout the New River Valley through the YMCA at Virginia Tech. In addition to developing and facilitating programs that meet evolving community needs, PLs assist in organizational responsibilities, volunteer development, and promotion of the YMCA's mission and values. **The average anticipated time commitment of a PL is 5-10 hours per week.**

Required Skills

1. Active/enrolled student at Virginia Tech
2. Cleared VA State Patrol background check

Preferred Skills

3. Previous leadership experience
4. Familiarity with the YMCA movement
5. CPR/First Aid Training (for ASB/Youth Programs)
6. Child Abuse Prevention Training (for Youth Programs)

Principle Responsibilities:

1. Build community among participants, volunteers, and other Y programs.
2. Plan, budget for, and implement program-specific goals and activities.
3. Assist in recruiting, retaining, and recognizing volunteers for their work.
4. Maintain safety & organization of your program site(s).
5. Regularly attend & contribute to YMCA team development events, including bi-weekly student staff meetings & bi-annual retreats.
6. Fulfill administrative responsibilities - including weekly office hours, maintenance of program binder, and management of program email account.
7. Assist fellow PLs, Student Council, and YMCA Staff with on Y-wide initiatives, fundraisers, and events. (Book Fair, Craft Fair, Ytoss, Annual Campaign, etc.)

Want to become a PL? Please submit the following materials by Oct. 31st:

- Current Resume
- Application Form
- Personal Responses
- Three Personal References (online submission)

Please direct questions and return applications to:

Student Programs Coordinator
312 Squires Student Center
(540) 231-3734
volunteer@vtymca.org

Thank you for your interest!

Building community through learning, leadership and service.

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Thank you for your interest becoming a YMCA Program Leader! Please view the position description [here](#) before completing the application below.

Name: _____ Male Female

Local Address: _____

Permanent Address: _____

Primary Phone Number: _____ Alt. Phone Number: _____

Email: _____ VT ID No: _____

Date of Birth: _____ - _____ - _____ Expected Date of Graduation: _____

Major (& Minor(s)): _____

Please indicate the program(s) you are interested in becoming a PL for:

You can read descriptions at www.vtymca.org/studentprograms. Please note that depending on leader retention, a position may not be available in your first choice.

- | | |
|--|---|
| <input type="checkbox"/> Alternative Service Breaks | <input type="checkbox"/> Student Council (check all that apply) |
| <input type="checkbox"/> Tutoring at Blacksburg High | <input type="radio"/> Chair |
| <input type="checkbox"/> Tutoring at Blacksburg Middle | <input type="radio"/> Historian |
| <input type="checkbox"/> Margaret Beeks Academic Mentoring | <input type="radio"/> Treasurer |
| <input type="checkbox"/> Prices Fork Homework Club | <input type="radio"/> Marketing |
| <input type="checkbox"/> Senior Connections | <input type="radio"/> Fundraising |
| <input type="checkbox"/> Healthy Kids Day | <input type="radio"/> Alumni Development |
| <input type="checkbox"/> Ytoss? | <input type="radio"/> Volunteer Coordinator |
| | <input type="radio"/> Community Development |

Please indicate your availability for an interview November 10th – 14th

Mon (11/10)	Tues (11/11)	Wed (11/12)	Thurs (11/13)	Fri (11/14)

*My name signed (**or typed**) below certifies that the information on this application is correct, I permit the YMCA at Virginia Tech to conduct reference and background checks, and I agree to the responsibilities outlined in the [position description](#).*

Signature: _____ Date: _____

See next page for personal responses and reference information.

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Personal Responses:

Please respond to the following questions **on a separate page, indicating the question addressed** and limiting responses to **between 250 and 500 words**.

Statement of Intent:

1. Please explain why you are interested in becoming a Student Program Leader. What do you plan to bring to the leadership team and what are you hoping to get out of the experience? Please elaborate on any relevant skills and experience applicable to your program(s) of interest.

Additional Questions:

2. What would you define as your "number one" passion or issue that is important to you? How does this relate to the work you plan to do as a Program Leader?
3. The YMCA Student Programs are built on a foundation of service. How have you benefited from a past volunteer experience? What are three ways you would help the volunteers you work with have a meaningful experience?
4. The YMCA has four core values – caring, honesty, respect and responsibility. These values guide our decisions and behaviors, serving as a common thread that unites our movement. How do you define and demonstrate these values, personally? As a leader?

Program Leader Reference Form:

Please send the following reference form to **three** individuals who can attest to your leadership skills. We suggest you include the position description and your statement of intent with your request. **References are due October 31st.**

<https://survey.vt.edu/survey/entry.jsp?id=1395320511790>

Please submit all application materials and a current resume by **5:00 PM on Friday, October 31st. If you have received an interview, we will contact you on or before Friday, November 7th to confirm a day and time.**

Please hand-deliver or email applications to:
Katie Atkinson, President, YMCA Student Programs
312 Squires Student Center
volunteer@vtymca.org

Thank you for your application!

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