



# Jacob's Ladder Enrichment Program

## APPLICATION FOR EMPLOYMENT – Summer 2021

**POSITION: Resident Advisor (RA)**

(Mail/FAX/or email: Jacob's Ladder, Inc., P.O. Box 555, Urbanna, VA 23175; Fax: 804-758-8175; [director@jladder.org](mailto:director@jladder.org))

**APPLICATION, PART I:** Please PRINT and complete application using black ink. Also, read and initial the statements below. Thank you.

### EMPLOYEE Information:

Name of applicant: _____				
	<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Prefers to be called</i>
Address 1: (until ___/___/2021) _____				
Address 2: (after ___/___/2021) _____				
Email: _____			Cell phone: _____	
Gender: ___ Male ___ Female		Birthdate: ___/___/_____		Last 4 digits of Social Security number: _____
<i>Month/Day/Year</i>				

### COLLEGE Experience:

School address: _____	
Current college status: _____	Anticipated graduation date: _____
Major(s): _____	Profession working toward: _____

### CERTIFICATIONS: Such as Red Cross, First Aid, CPR, Lifeguard, Water Safety Instructor

List current certifications: _____
Would you be willing to obtain a certification prior to camp? Yes ___ No ___ Area(s) _____

### REFERENCES: List three non-relatives who know you through school, work, church, organizations, etc.

Name: _____	Phone number: _____	Relationship: _____
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**Applicants must be** age 18+, have completed at least one year of college, eager to work with middle schoolers and peers for extended hours, and available for the entire length of camp (July 3-31, 2021). **Initial** \_\_\_\_\_

**Notice:** The position you are applying for is *at-will*. If your employment is terminated, with or without cause, or if you leave before the end of your contract, you will only be paid for time worked. If dismissed, **Section 18.2-119 of the Virginia Code** makes it a misdemeanor to go upon or remain upon the land or premises after being forbidden to do so either orally or in writing by custodian or person in charge thereof. **Initial** \_\_\_\_\_

**A. RA Responsibilities**

Please thoughtfully complete your responses to the scenarios below and attach to your application. New applicants, complete a, b, and c. Returning applicants, please complete d.

**a. What if...**

You are responsible for planning and leading recreation/games for a group of 8-10 Climbers grades 5-8. You know that competitive games may feed and spiral antagonism with at-risk children, so structure and order are necessary. The director has been called to the phone – 20 minutes ago; the activities director has taken a sick child for help; a thunderstorm has started; and only one gym is available for all Climbers and three other RAs. YOU are the “somebody” that has to take charge. Exactly what would you do? How would you handle the situation?

**b. Life on Dorm**

The director has assigned roommates. After three days it seems the trio next door to you do not seem to get along, is loud after lights out, and two have chosen to pick on the third Climber. Assuming no other rooms are available, how would you handle this situation?

**c. List & Description of Previous Experiences with Children**

**d. Previous RA Experience**

- (1) What was the biggest challenge you faced as a RA during camp, and how did you handle the situation?
- (2) What piece of advice would you give to a new RA?
- (3) Do you have any suggestions/ideas/requests for the staff?

**B. JL Camp Activities**

Resident Advisors are responsible for creating and planning evening activities for Climbers, often based on personal interests/talents/experiences. Please indicate activities you could organize/lead by listing ideas in the categories below.

a. **Crafts:** (examples: origami, tie dye, etc.)

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b. **Academic Areas:** (sharing something you have learned)

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c. **Art:** (examples: watercolor, sculpture, wood working, etc.)

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d. **Sports:** (individual or group)

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e. **Music:** (singing, instrumental)

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f. **Dance:** (examples: aerobic, hip hop, modern, etc.)

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g. **Drama:** (examples: role playing, skits, play production)

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h. **Miscellaneous:** (an area of interest you would like to share)

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**C. Interview** (may be conducted by phone, Skype, or in-person)

a. Note availability for meeting at JL office in Urbana: \_\_\_\_\_

**Thank you for showing interest in Jacob's Ladder, a unique program for intellectually gifted, at-risk children. Please send your completed application and narrative responses to the JL office. We will respond to your completed application ASAP. Positions are filled on a rolling basis. Please call if you have questions at 804-758-0712.**

**NOTE:** The applicant has given us written permission to do a background investigation authorizing release of information, and without limitation, releasing reference sources from any liability in connection with such release of the right of access to such information, in connection with the application for employment. A copy of the release will be mailed to you upon request.

Applicant's name: \_\_\_\_\_ Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

(For office use only.) Date **application** received: \_\_\_\_\_ By: \_\_\_\_\_  
 Date/type of **interview:** \_\_\_\_\_ Conducted by: \_\_\_\_\_