

Fox C-6 School District

## Character Kids Club Leadership Training Program 2019



### Overview:

The Character Kids Club Department has recently committed to hiring Fox and Seckman High School students to work after school with our Character Kids Club students. This has proven to be both beneficial to our CKC department, the students we care for, and the young adult high school students we have employed. We are happy to announce that we are once again offering a four week CKC Leadership Training Program this summer to create an opportunity for participants to develop leadership and job skills while working with CKC staff and the children we provide care for in our program.

CKC Leadership participants must have a positive attitude, good character, be a good role model, enjoy children, and want to learn leadership and job skills under adult supervision. The CKC department will accept up to twenty participants, and each will work closely with a CKC team member to ensure they receive appropriate attention to help successfully learn the job skills used in the CKC environment.

### Program criteria:

- Applicants must be entering the 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade
- Application deadline is **Friday, April 5, 2019**.
- Applicants and their parents must complete the application provided
- The program fee is \$100.00 per week (4 week commitment)
- Applicants must submit a one page essay, double spaced, on why they would be an ideal candidate for this program
- Applicants must submit one letter of recommendation
- Applicants must attend all four weeks of camp to receive a certificate of achievement
- Applicants will be selected to participate after essays, applications, and letters are reviewed by a CKC selection team.
- Applicants will be notified by phone by **Friday, April 26, 2019** if they have been accepted to participate in the CKC Leadership Training Program.

### What each participant can expect:

- Each participant will receive a CKC Leadership T-Shirt & badge
- Each participant will work at Fox High School Camp location with a CKC team member
- Participants will need to be at the designated CKC location from 8:00 am-3:00 pm each day
- Participants will not be left alone with CKC children
- Participants will attend all field trips, and planned activities
- Participants will learn job skills as they relate to caring for children
- Participants will be encouraged to ask questions, lead activities, and demonstrate what they have learned
- Participants will receive a certificate of achievement upon completion of their four week program

Fox C-6 School District

**Character Kids Club Leadership Training Program 2019**



**Position Description**

**Position Title:** Character Kids Club Leadership trainee

**Status:** Program trainee (4 weeks)

**Reports to:** Character Kids Club staff member/Character Kids Club Coordinator

**Position Summary:** The Character Kids Club Leadership Trainee will be taught leadership and job skills as they relate to caring for children participating in CKC programming. The trainee will be under the supervision of a Character Kids Club team member at all times. The trainee will demonstrate what is learned by leading activities, assisting staff members, and assisting the children in the program.

**Requirements:**

1. Must be entering 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade in August, 2019.
2. Must demonstrate behavior that reflects the good character traits highlighted by the Fox C-6 School District.
3. Must demonstrate maturity and a strong work ethic.
4. Must enjoy working with young children.
5. Must participate all four weeks to obtain a Certificate of Achievement. (We encourage attendance every day; however we do understand family vacations may be planned. Please have your child indicate such on their application).
6. Must actively engage with staff and children.
7. Must be a positive role model at all times.
8. Must possess a willingness to learn.
9. Must assist CKC staff members with activities, setting up program areas, breaking down program areas, clean-up responsibilities, and organization of supplies.
10. Must ask questions when uncertain about any program activities.
11. Most importantly, must have fun and enjoy the growth opportunity provided.

I have read and understand the CKC Leadership Training Program position description, and if selected, I will abide by the requirements.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Fox C-6 School District

**Character Kids Club Leadership Training Program 2019**



**Application Process**

The Fox C-6 School District's Character Kids Club Leadership Training Program is committed to providing our students with leadership and job skills that will allow them to better prepare for future employment. For any student entering into 7<sup>th</sup>, 8<sup>th</sup> or 9<sup>th</sup> grade to be considered for acceptance, the following application, along with the other required documents must be complete. **Deadline for all applicants is Friday, April 5, 2019.**

**CKC Leadership Training Program application**

**Please print**

Applicant's name \_\_\_\_\_

Address \_\_\_\_\_

School \_\_\_\_\_ Grade entering in August 2019 \_\_\_\_\_

Email address \_\_\_\_\_ Phone # \_\_\_\_\_

Parent/Guardian name \_\_\_\_\_

Email address \_\_\_\_\_ Phone # \_\_\_\_\_

Please answer the following:

1. List three reasons why you want to participate in this CKC training opportunity?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please share what previous experience you have had with children:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Please list any extra-curricular activities you have participated in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please share your hobbies and interests:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Are you available to participate **July 8, 2019-Aug. 2, 2019** (off July 4<sup>th</sup> & 5<sup>th</sup>) from 8:00 am-3:00 pm each day? Yes \_\_\_\_\_ No \_\_\_\_\_.

6. If you are unable to commit to July 1-August 2 could you please explain:

\_\_\_\_\_

7. Are you able to attend a June (Date and time TBD) Camp Open House and a June (Date and Time TBD) orientation day? Yes \_\_\_\_\_ No \_\_\_\_\_.

I certify that the facts provided in this application are true and complete to the best of my knowledge. I understand that all criteria needed for the CKC Leadership Training Program must be submitted in order for me to be considered for this opportunity. I have read the job description and understand I must adhere to it if selected for this program.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian:

I have given my child permission to apply for this CKC Leadership Training Program. I understand if my child is accepted that he or she must adhere to the job description if selected. I understand that my child must be available **July 8, 2019- August 2, 2019** from 8:00 am-3:00 pm each day. I understand that if my child is selected to participate that the fee is \$100.00 per week for four weeks, for a total of \$400.00. I understand that if I have any questions or concerns that I can contact the Character Kids Club office at 636-282-6915.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Checklist:**

**Deadline to submit is Friday, April 5, 2019**

- **Completed application/ Position requirements signed & submitted**
  
- **One page essay**
  
- **Letter of recommendation**
  
- **All of the above documents can be scanned to [bellevilles@foxc6.org](mailto:bellevilles@foxc6.org) or mailed to:  
**Character Kids Club**  
**Attn: Leadership Trainee Application**  
**849 Jeffco Blvd.**  
**Arnold, MO 63010****

Office use only:

Date received \_\_\_\_\_

Initials \_\_\_\_\_