

UPWARD BOUND MATH SCIENCE
Application for Summer 2016

Position Applied For: _____

Personal Information:

Name: _____
First Middle Last

Gender: ☐ Male ☐ Female Social Security Number: _____

Please provide date of birth: _____

Current Address: _____

Current Phone Number: _____ E-mail Address: _____

Contact Address (after 4/19/14): _____

Contact Phone Number (after 4/19/14): _____

Educational Information:

Current Status: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate School ☐ Graduated

If graduated, what is the highest degree earned? _____

Cumulative G.P.A. (Attach official transcript) _____

Starting with the most current, please list all institutions (including high school) that you have attended.

Institution	Dates Attended	Field of Study	Degree Earned

Are you an alum of an Upward Bound or other TRiO Program? If yes, please list where and when.

Work and/or Military Experience (please also attach a resume detailing your work experience)

Employer	Dates Employed	Job Title/Duties

References: We require two letters of reference. In addition to having them sent to us, please list the references you plan to use, so we may contact them should we not receive all of your reference materials.

Name	Position/Company	Phone Number	Email
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General Information:

1. What is your driver's license number? _____ State: _____

2. Have you been convicted of a major traffic violation or do you have any restrictions on your ability to drive? Please describe these.

3. Have you been convicted of any criminal or illegal activities? _____ If yes, please describe.

4. Are you a U.S. citizen? Yes _____ No _____ If "no," what is your status? _____

Honors, Awards, and Community Service:

Please describe any honors and awards you have received; volunteer, community, or church organizations you have participated with; and/or experiences you have had with adolescents that are relevant to this position. Use the back of this page if necessary.

Interests, Expertise and Certifications:

1. List any activities or workshops (sports, health/fitness, arts & crafts, fine arts, etc.) that you could lead or assist with.

2. List any current certifications or training you have had in first aid, CPR, Life Saving, WSI, etc.

Other Information:

Is there any other information you would like us to consider as we are making hiring decisions?

Type the answers the following questions on a separate sheet of paper and attach to your application. Use personal experiences and specific examples wherever possible.

1. Describe your experience working with disadvantaged and/or diverse high school students. What qualities do you possess that will make you a positive role model and leader for high-school students struggling with identity issues and academic and personal challenges?
2. The Upward Bound Summer Program is intense and requires lots of energy without allowing much time for staff to deal with personal matters during the six weeks of the program. Staff members must work as a team and present the students a unified front in all issues. This can be challenging. What experience, abilities, personality characteristics, and personal philosophy will you bring to our team that will enhance our effectiveness?
3. Following a period of training, you will be assigned duties, responsibilities, and leadership roles. You will then be expected to carry them out in a self-directed, timely, and thorough manner for the rest of the summer. Describe an experience in which you have served as a leader or have been charged with accomplishing a task or project with little supervision.
4. Students and parents are introduced to the Upward Bound rules well before the summer program. It is the responsibility of the residential staff and instructors to balance the roles of leader, friend, monitor, and disciplinarian. Describe the personal style and philosophy that will allow you to be effective while playing all these very different roles. Describe, as well, the manner in which you would deal with students whose behavior is inappropriate or violates the established rules.

Statement of Consent, Authorization, and Release

To be signed by every applicant seeking employment

I understand that in connection with the application process, the University of Tennessee at Chattanooga Upward Bound Math Science Program may request information from my past employers, educational institutions I have attended, personal references, and any public or private agencies that have issued me either a professional or vocational certification or license. I also understand that such investigation may include a review of my credit history and any criminal records I may have incurred. I request, authorize, and consent to the release of any and all such information to the Ohio State University Upward Bound Program, consistent with all state and federal laws, and hereby release and hold harmless every person or entity that communicates such information to the Ohio State University Upward Bound Program in good faith and without malice from any and all claims of liability of any type whatsoever.

Signature: _____ Date: _____

Please return the application to:
Mrs. Twyler Boykin
Upward Bound Math Science
615 McCallie Ave., Dept. 6648
The Doctor's Building, Suite 223
Chattanooga, TN 37403-2598

THE UNIVERSITY of TENNESSEE 
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