

APPLICATION DEADLINE  
MAY 15TH, 2010



# PUBLIC ALLIES

LOS ANGELES

New Leadership for New Times

**Dear Prospective Ally,**

Thank you for your interest in Public Allies Los Angeles. This year, we are looking for diverse perspectives and experiences that represent Los Angeles. The best candidates are the ones who are ready to commit to their personal and professional learning, are self-reflective, have a desire want to work in the nonprofit sector and would like to challenge themselves to grow through an intense ten-month leadership program. *Are you ready?*

We encourage you to learn as much about Public Allies Los Angeles in order to determine if this is the right program for you. Our application process dedicates nearly 4 months (from the application deadline to the start of the program) to the process of learning about the candidates and building the best possible ally class. Last year we received over 435 applications from all over the country for 45 positions in the current cohort. *Don't let this discourage you!* You might be the perfect ally!

The first step in becoming an ally is deciding if this is the right program for you at this time. We compiled this application guide in order to assist prospects in submitting an honest and comprehensive application.

**This packet includes the following documents:**

1. Program Basic Flyer
2. Intensive Program Guide
3. Application Instructions & Checklist
4. About the Application Process
5. What to do if you really want to know more
6. Program Application
7. Statement of Purpose Form
8. Reference Form

This year we want to make sure that anyone who is interested in this program can apply. We will hold application clinics for those who need assistance with the application. We will be posting our recruitment events and hosting additional information sessions. We can also connect you with current allies or alumni to allow you to get a firsthand experience about the program. And as always, feel free to call or email us if you have questions. We look forward to getting to know you!

In Service,

Vanessa Vela Lovelace  
Director of Recruitment



## ABOUT THE PUBLIC ALLIES PROGRAM: THE BASICS

### Program Components

As a Public Ally, you will:

- Work full time at a partner nonprofit organization in Los Angeles County.
- Learn about the nonprofit sector and how to analyze community issues through classes at the Community Planning Department at LA Trade Tech and Public Ally training workshops.
- Challenge yourself to grow through one-on-one coaching sessions.
- Develop leadership skills by developing and implementing a team service project in the community.

### Program Eligibility

- Ages 18 – 30
- Minimum GED or H.S. Diploma
- US Citizen or Permanent Resident
- Are interested in social justice, leadership development and the nonprofit sector.

### Compensation / Benefits

- Monthly living stipend of \$1500.
- Upon graduation from 10 month program you are eligible for an Education Award of \$5350 to go towards past or future educational expenses.
- Student Loan Deferment
- Health/Dental Insurance
- Childcare assistance

### Placement organizations

A few examples of partner organizations where allies were placed in the last few years:

- AGENDA/SCOPE
- Asian Pacific Health Care Venture
- Bienestar
- CARECEN
- Coalition for Humane Immigration Reform Los Angeles (CHIRLA)
- Community Development Technologies (CDTech)
- CORO Southern California
- Inner City Law Center
- Inner City Struggle
- Koreatown Youth & Community Center
- SRO Housing
- UCLA Labor Center
- Youth Mentoring Connection
- 18<sup>th</sup> Street Arts Center

### Length of Program

The Public Allies Los Angeles program is 10 months long, beginning in September and ending in July. The application process is considered the beginning of your program experience. From the application time to the end of the program is 16 months of commitment.

### Ally Deadline: May 15<sup>th</sup>, 2010 Midnight

We will accept applications via email, mail, fax, delivery service or in-person.

For application instructions go to: <http://www.publicallies.org>

Click on **COMMUNITIES** then **LOS ANGELES**



## **ABOUT THE PUBLIC ALLIES PROGRAM: THE INTENSIVE**

**(Or, the Ultimate Public Allies Los Angeles Application Guide)**

The Public Allies program is different in each city. Los Angeles has an 11 year history of exciting social justice work in public health, education reform, housing equity, homelessness, case management, youth advocacy and community empowerment. Our Team Service Projects have led to the development of nonprofit organizations that are currently serving the community. 70% of our alumni are currently working or hold leadership positions in nonprofits, government or educational fields.

### **The Change We Want to See**

Public Allies believes that social change is imperative to making life better for all people in our community. Working in the nonprofit sector is one way to accomplish a change we want to see. However, being effective changemakers require nonprofit professionals to understand the community context, know best practice methods and acquire tools to personally develop leadership capacity.

### **Public Allies is a learning program.**

It is a ten-month opportunity to learn about the community, the nonprofit sector, communicating with and influencing others, project management, and critical reflection. It is intensively structured for allies to reflect on themselves and how they hope to evolve within the ten-month program. What you put into the program is what you will get out of it. Public Allies understands that everyone will experience their own individual learning, yet it is solely dependent upon your investment into the program.

### **The Public Allies Core Values**

The Public Allies program develops young leadership through program components that build the following core values:

- Collaboration
- Continuous Learning
- Diversity & Inclusion
- Focus on Assets
- Integrity



## THE PROGRAM COMPONENTS

At Public Allies, our Core Values happen through our program components. Visit our wordpress site for more in-depth information, video and testimonials.

- **Placement & Practice**  
Leadership happens on many different levels - from volunteers, to frontline staff to executive directors - because they exhibit integrity. Nonprofit work requires people to be practiced, to be critical of the power structure and to have a lot of initiative. Work with local respected nonprofit organizations to further social justice in a variety of fields and issue areas. Learn about how to do significant and meaningful community work on the grassroots level. See our list of previous partner organizations for examples of the kind of work past allies have done.
- **Continuous Learning**  
Great leaders are continuous learners that can analyze and quickly adjust to diverse conditions. Allies take weekly formal classes from the Community and Economic Development Department at the Los Angeles Trade Technical College. Courses range in Community Economic Development, Nonprofit Management, Program Planning, Health Advocacy and Leadership Development. Allies also take trainings in social dynamics, intercultural context and justice issues three times a month. Best of all, you can expect to learn from seasoned and respected community leaders, professionals and peers.
- **Team Service Project**  
Effective leaders know how to identify assets & opportunities and how to implement solutions in collaboration with the community. Team service projects are an opportunity for allies to learn and strengthen Team Building skills, understand their personal influence and power, see a project through to community impact and hone communication skills. All of this is possible with the support and guidance of a 2<sup>nd</sup> year ally and a program manager.
- **Evaluation & Reflection**  
A great leader understands their impact because they know where they stand in relation to others. At Public Allies Los Angeles, you will learn to evaluate yourself via critical self-reflection and structured constructive feedback from your peers and supervisors. You will be matched with a Program Manager that will serve as your personal coach to assist you in thinking through the lessons and challenge you on your assumptions and defaults so that you achieve your goals by the end of the program. You will also be matched with peers in your cohort to form a team that will provide you with feedback about your progress and your leadership style. You will also be required to reflect on your experience and impact in the community by reporting every month to ensure that you are making a difference.



## WHAT THE PA TIME COMMITMENT LOOKS LIKE

The average ally spends 50 - 65 hours per week on placement and program activities. The following calendar is a sample of the actual April 2009 Public Ally schedule.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Placement: 9am – 5pm  TSP Meeting: 6pm – 8pm  Total: 10hrs	Placement: 9am – 5pm  Total: 8hrs	Placement: 9am – 5pm  Class 6pm – 9pm  Total: 11hrs	Training: 9am – 5pm  Total: 8hrs	Training: 9am – 5pm  Total: 8hrs	Service Day: 8:30 am – 3:00 pm  Total: 7Hrs
	Placement 9am – 5pm  TSP Meeting: 6pm – 8pm	Placement 9am – 5pm  Coaching 12:00 – 2:00 pm	Placement 9am – 5pm  Class 6pm – 9pm	Placement 9am – 5pm	Placement 9am – 2pm  TSP Implementation: 3pm – 5 pm	
	Placement 9am – 5pm  TSP Meeting: 6pm – 8pm	Placement 9am – 5pm	Placement 9am – 5pm  Class 6pm – 9pm	Placement 9am – 5pm	Training: 9am – 5pm	
	Placement 9am – 5pm  TSP Meeting: 6pm – 8pm	Placement 9am – 5pm	Placement 9am – 5pm  Class 6pm – 9pm	Placement 9am – 5pm  3Way Meeting with Supervisor & Program Manager	Placement 9am – 2pm  TSP Implementation: 3pm – 5 pm	



## TELL ME WHAT PUBLIC ALLIES LOS ANGELES IS REALLY, REALLY LIKE!

### Other available avenues of information

1. **Career Fairs, Outreach Events.** Find us at other events around Southern California by checking our <http://publicallieslosangeles.wordpress.com>  
We'll be posting our upcoming events as we confirm them.
2. **Current Allies and Alumni.** Contact us to get in touch with current allies or alumni.
3. **Other Websites.** Stay up to date with what Public Allies Los Angeles is doing. See our list of sites below.  
Facebook: PublicAllies LosAngeles  
Twitter: publicalliesla  
AIM: LAPublicallies  
Yahoo Messenger: publicallieslosangeles  
Google Messenger: publicalliesla  
Flickr: publicallieslosangeles
4. **Frequently Asked Questions.** Read our Frequently Asked Questions because all the questions ever asked are answered there.
5. **Contact Us Directly**

Vanessa Vela Lovelace  
Program Manager / Director of Recruitment  
Public Allies Los Angeles / CDTEch  
520 W. 23rd St.  
Los Angeles CA 90007  
PH (213) 741 – 2202  
FX (213) 741 – 2205  
EM [vanessav@publicallies.org](mailto:vanessav@publicallies.org)

### UPCOMING INFORMATION SESSIONS

Location will be based on RSVPs. Please email [apply-la@publicallies.org](mailto:apply-la@publicallies.org) by the Tuesday prior. Location and logistics will be announced upon confirmation of your RSVP.

- \* Thurs. Mar 18th, 2010. 6:00 - 7:30pm.
- \* Thurs. April 22, 2010. 6:00p - 7:30p

(If you would like to help us host an info session near you, please contact Vanessa Vela – Lovelace)

### DROP-IN APPLICATION CLINICS:

Get help to complete the Public Allies Application.

- \* Tues April 20, 2010. 3:00p - 5:00p
- \* Sat May 8, 2010. 10:00a - 1:00p Location TBD

### CAREER FAIRS & OUTREACH EVENTS

1. Pfaffinger Case Manager's Resource Fair
2. CSU Long Beach
3. CSU Northridge
4. CSU Los Angeles
5. Los Angeles Trade Technical College
6. Los Angeles City College
7. Idealist Job Fair
8. Out for Work - UCLA



## THE APPLICATION PROCESS & INSTRUCTIONS

Public Allies Los Angeles strongly believes that all people have talents and gifts to share. We seek to form a class that will be committed to growth, open to learning about social justice and demonstrate an ability to strengthen teams and the community. Thus we have a very long and involved application process that includes 4 major phases: (I) Learning the Program, (II) Applying to the Program, (III) Interview & Selection, (IV) Program Enrollment. The whole process takes up to four months to complete before the program begins in September. Each of these steps is designed to assist both the ally candidates and the selection committee to understand each other, so it is in an applicant's best interest to present as much information about them as possible.

The following instructions are steps you should take and what to expect from us during the application process:

### I. **LEARNING THE PROGRAM.**

The ally program is a very intensive experience that requires a significant commitment of time and energy. It is often difficult to balance the program and other responsibilities such as a second job or school. Is it a good fit for you at this time in your life? We suggest that you consider the program's impact over the course of the next 10 months - attend an info session or ask us to speak to program alumni about their experience. It is your responsibility to determine whether or not the program is right for you.

PA National Page

[http://www.publicallies.org/site/c.liKUL3PNLvF/b.2775815/k.860B/ALLY\\_PROGRAM.htm](http://www.publicallies.org/site/c.liKUL3PNLvF/b.2775815/k.860B/ALLY_PROGRAM.htm)

Los Angeles Page

[http://www.publicallies.org/site/c.liKUL3PNLvF/b.3158785/k.998E/Los\\_Angeles.htm](http://www.publicallies.org/site/c.liKUL3PNLvF/b.3158785/k.998E/Los_Angeles.htm)

Los Angeles WordPress Page

<http://publicallieslosangeles.wordpress.com>

Los Angeles Facebook

<http://www.facebook.com/publicallieslosangeles>

2<sup>nd</sup> Year Ally Perspective

<http://ashleypala.tumblr.com>

AmeriCorps

[http://www.americorps.gov/for\\_individuals/choose/index.asp](http://www.americorps.gov/for_individuals/choose/index.asp)

## II. **APPLYING TO THE PROGRAM.**

Deciding to apply is your first chance to develop your leadership ability. It is your first opportunity to demonstrate why you are a great PA Candidate. Turn in a complete application that shows us the biggest picture of who you are, your leadership potential and what you want to learn or achieve by being in the program. A complete packet includes the Public Allies application, your most recent resume, a statement of purpose, letters of recommendation and unofficial transcript by the deadline. We suggest that you include all materials into one package before sending to our office. You will receive one email confirmation of receipt. Incomplete applications may be received, but will not be considered until it is complete. If you have any questions or need any help in completing the application, you can attend any of our application clinics or give us a call for support. **The deadline is May 15<sup>th</sup>, 2010 at midnight.**

### A. **Ally Application Form.**

You must complete the entire Public Allies application. Last year's form is acceptable, though we may need to ask you to supply additional information if necessary.

#### **Links to Application Materials**

You will need to download 1 Application Form and 2 Ally Reference Forms from the following:

Ally Application Forms

<http://www.publicallies.org/atf/cf/%7BFBE0137A-2CA6-4E0D-B229-54D5A098332C%7D/Ally-Application%2009.pdf>

Ally Reference Forms

<http://www.publicallies.org/atf/cf/%7BfBE0137a-2ca6-4e0d-b229-54d5a098332c%7D/ALLY.REFERENCIFORM.PDF>

If you apply via MyAmericorps, please email [apply-la@publicallies.org](mailto:apply-la@publicallies.org) for the supplemental form.

### B. **Resume.**

Include all paid and voluntary work, internships, fellowships, volunteer positions and student organizations that you have participated with. This will also be shared with potential partner organizations. Please include most recent updated contact information.

### C. **Statement of purpose.**

Why do you feel that you are a great candidate for Public Allies Los Angeles? Based on Public Allies' core values and your personal experience, what do you want to learn or achieve within the program? Please keep it within 2 pages, single spaced and 12 point font.

**For Out of State Candidates:** Please answer the following question in addition to the statement of purpose (1-2 paragraphs): What do you want to learn from L.A. that you want to bring back to your community?

### D. **2 Letters of recommendation:**

They can be on your recommender's official letterhead or our recommendation form. You do not need both. It is most helpful if the recommenders can speak to why they feel you are a good candidate for **OUR PROGRAM**. Generic letters do not help us in making a very difficult decision. Please do not use personal references (family members, friends, etc.)

### E. **Verification of H.S. Completion.**

Diploma, GED, or Unofficial College transcript, a web print or copy is sufficient.

### F. **Optional materials**

Feel free to send anything you feel will represent your skills, talents and perspectives to our panelists. Please highlight how you want to build and strengthen Los Angeles, what you hope to learn from the program, how you hope to challenge yourself, and why you feel Public Allies fits your goals at this moment in your life.

### G. **Submit your application**

Please send your complete application in one package and via one method. We will accept applications via email, fax or delivery (USPS, UPS, Fedex, in-person) to the following:



520 W. 23<sup>rd</sup> St. Los Angeles CA 90007  
[Apply-la@publicallies.org](mailto:Apply-la@publicallies.org)  
Fax: (213) 741 – 2205

#### H. Application Verification

We will send you (1) – one correspondence to verify receipt of your application via email (phone if email bounces). You will also receive the Frequently Asked Questions Document. In case your application is incomplete, we will give you one notice prior to the deadline to complete your file. Incomplete applications may not be reviewed. Please do not call to check the status of receipt unless you foresee issues. We are inundated with phone calls during this season and may not be able to respond to you in a timely fashion. We will not be held responsible for applications that are not reviewed if they are submitted incomplete.

### III. INTERVIEW & SELECTION

A. **Application Review.** Applications are reviewed by a panel of staff, alumni and community members from May 16<sup>th</sup> to June 30<sup>th</sup>, 2010. All applications are considered after the deadline as **there are no rolling admissions.** It is scored on several factors:

- Your fit and potential for program success. Will you learn a lot from the program? Will you contribute a lot to the program?
- Your ability to be self-reflective and critical about yourself and your actions.
- Your work experience and ability to commit your time and effort. We definitely consider student activism as part of your work experience, please include it.
- Your experience in working with others in a team setting.
- Your understanding of and commitment to social justice issues.

B. **First Round: Individual Interview.** If your application shows promise, you will be invited to interview with a panel of staff, alumni and community members in July 2010. This interview is another opportunity to get to know you better and to give you a chance to get to know the program better.

C. **Second Round Interview: Group / Panel.** If you are recommended to proceed, you will be invited to a group interview with other ally candidates that will be observed by a panel in July 2010. You will be observed during a team activity and a discussion about the activity will follow. This is another opportunity for you to understand the program and others who may potentially be in the cohort.

D. **Third Round Interview: Placement Organization / Ally Candidate.** If you are recommended to proceed, you will be invited to the final step which is a matching fair with partner organizations in August 2010. At the matching fair, allies and organizations will get an opportunity to learn about each other and rank who might be potential fits for the program year. During the month of August, allies interview with several organizations to determine the best match possible. If both the ally and organization rank each other, you will both receive a formal invitation letter to become an Ally.

### IV. PROGRAM ENROLLMENT

Allies who have been formally invited to the program will have to attend 3 events in September: 1) the mandatory program orientation day to sign important forms, 2) Core retreat which is a 2 night / 3 day retreat with the entire class, and 3) Core Training which is a weeklong set of training workshops designed to prepare you for program success.

You are **not** an ally until:

- You have matched with an organization
- You have received a formal invitation
- You have completed all of the enrollment forms
- You have attended the program enrollment activities.



After completing this three-page application return to your local Public Allies site. Please type or print clearly. If you need to receive an application in another format, please contact your local Public Allies site. For application deadlines visit [www.publicallies.org](http://www.publicallies.org)

## GENERAL INFORMATION

Please print or type.

Name \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Age/Date of Birth \_\_\_\_\_ Are you a U.S. Citizen or Permanent Resident Alien?  Yes  No

Do you speak any languages other than English?  Yes  No If yes, list languages: \_\_\_\_\_

### HOW DID YOU FIND OUT ABOUT PUBLIC ALLIES?

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Public Allies advertisement | <input type="checkbox"/> Community Organization | <input type="checkbox"/> I know an Ally alumnus or current Ally     |
| <input type="checkbox"/> Public Allies website       | <input type="checkbox"/> AmeriCorps             | Name(s) _____   |
| <input type="checkbox"/> Public Allies presentation  | <input type="checkbox"/> Other website          | <input type="checkbox"/> I know someone involved with Public Allies |
|  |   | <input type="checkbox"/> Other, explain: _____                      |

Which site(s) are you applying to? \_\_\_\_\_

Have you previously enrolled in the AmeriCorps program  Yes  No

If yes, how many terms have you been enrolled in AmeriCorps? Where and When? \_\_\_\_\_

**EMPLOYMENT**

What was your best job-related experience and why? How did that experience help you grow personally and professionally? What was missing from that experience that you wish was there? What were your strengths and weaknesses? List the remaining job-related experiences on your resume.

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<b>Employer</b>	<b>Title</b>	<b>Supervisor</b>	<b>Telephone</b>
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<b>Address</b>	<b>Hours per Week</b>	<b>Dates Worked</b>
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May we contact your employer?     Yes     No

**EDUCATION**

Public Allies selects Allies with diverse educational experiences. Public Allies requires Allies to have earned a high school diploma or GED. We also accept Allies with college or graduate degrees. Please list all schools attended beginning with high school. Include military training, trade or technical school, GED completion, college or graduate degrees. In addition, please list your educational goals.

**HIGH SCHOOL**

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<b>Name</b>	<b>Location</b>	<b>Years Completed</b>	<b>Major &amp; Degree</b>
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**COLLEGE**

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<b>Name</b>	<b>Location</b>	<b>Years Completed</b>	<b>Major &amp; Degree</b>
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**BUSINESS OR TRADE SCHOOL**

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<b>Name</b>	<b>Location</b>	<b>Years Completed</b>	<b>Major &amp; Degree</b>
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**PROFESSIONAL SCHOOL**

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<b>Name</b>	<b>Location</b>	<b>Years Completed</b>	<b>Major &amp; Degree</b>
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**PLEASE LIST YOUR EDUCATIONAL AND CAREER GOALS**



"I owe Public Allies for where I am today. Public Allies helped strengthen and inform my ideas and thoughts about social justice and become articulate about the issue."



"My Public Allies experience convinced me that everyone can be a leader and that we can use power in a way that doesn't dominate, but actually brings people together."



"I used to feel like I was too young to do anything important, now I know I'm old enough to know what needs to be changed and I am capable of effecting that change."



You need two things to join Public Allies: A need to do something with your life and for the people around you."

## WHAT WE WANT TO KNOW

Current allies and alumni want to ask you a few questions. We're interested in getting to know who you really are, what you really think, and why you want to make a difference! We invite you to limit your responses to 100 words per question.

**SKILLS** What skills or talents will you bring to a public service organization? Please check any of these items that you have experience in and/or are good at.

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Writing Skills       | <input type="checkbox"/> Science            | <input type="checkbox"/> Apple Macintosh            |
| <input type="checkbox"/> Research Skills      | <input type="checkbox"/> History            | <input type="checkbox"/> Design: Area? _____        |
| <input type="checkbox"/> Public Speaking      | <input type="checkbox"/> Arts: Which? _____ | <input type="checkbox"/> Counseling                 |
| <input type="checkbox"/> Advocacy             | <input type="checkbox"/> Microsoft Windows  | <input type="checkbox"/> Sports: Which? _____       |
| <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Microsoft Word     | <input type="checkbox"/> Teaching                   |
| <input type="checkbox"/> Finance              | <input type="checkbox"/> Microsoft Excel    | <input type="checkbox"/> Political Campaigns        |
| <input type="checkbox"/> Math                 | <input type="checkbox"/> Databases          | <input type="checkbox"/> Managing/Supervising Staff |
| <input type="checkbox"/> Carpentry            | <input type="checkbox"/> Sales/Retail       | <input type="checkbox"/> Dance                      |
| <input type="checkbox"/> Mechanics            | <input type="checkbox"/> Customer Relations | <input type="checkbox"/> Other: List _____          |
| <input type="checkbox"/> Cooking              | <input type="checkbox"/> Marketing          | _____   |

What skills do you want to develop or improve?

What issues are you most passionate about?

What do you envision yourself doing in the future? How does this Apprenticeship help you achieve that?

Share one example of how you did something to improve the community. Identify who was involved, what activities were done (initiated or performed by the participant) and what was accomplished (impact/how many were affected by this activity).

How did you build on the strengths of the community to get this done?

How did your definition of community change as a result of this activity?

What were the 3 specific leadership skills or activities that were most important in success?

How do you intend to continue your commitment to that activity?

**CHECKLIST**

**You are almost done!** Before you send in your application, make sure it is accompanied with the items listed below.

**RESUME**

Please include a current resume with your application.

**OTHER INFORMATION**

If you would like to share any other information with us, such as papers you have written, newspaper articles, or fliers related to community work or events you have worked on, you may include them with your application.

If you have any questions about this application, please contact the Public Allies site to which you are applying.

Application deadlines vary by site. Make sure you contact the site to which you are applying to confirm deadlines or if you have any questions. Please send your application directly to the site to which you are applying (See list on reference form).

**CERTIFICATION** (Sign and return to your local Public Allies site)

**All information in this application is true.**

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Signature

Signature Date



## Statement of Purpose

Please answer this statement in addition to the Ally Application.



**All Candidates:**

**Write about why you feel you are a great candidate for Public Allies Los Angeles. Coupled with Public Allies' core values and your personal experience, build a case as to what you want to learn or achieve within the program.**

No answer is too long or too short as long as you can adequately convey what needs to be said. However, we invite you to limit your response to no more than two pages (1" margin; single spaced).

**Out of State Candidates Only** (please answer in no more than 1-2 paragraphs):

**What do you want to learn from L.A. that you want to bring back to your community?**



# Apprenticeship Program Reference

**Deadline** \_\_\_\_\_  
**Site Address** \_\_\_\_\_  
**Name of Applicant** \_\_\_\_\_



## NOTE TO REFERENCE

Public Allies selects promising young leaders and creates opportunities to strengthen their communities through a ten-month program of full-time, paid apprenticeships in nonprofit community-based organizations, leadership training and team service projects.

Please answer the following questions to help us understand more about the applicant. You may write a letter of support instead of completing the reference form if your letter answers these questions. Thank you for your assistance. Please type or print clearly. Please return to the address above by the deadline indicated.

## NOTE TO APPLICANT

Please give this reference form to two of the three people listed on page three of your application. References may include current or former supervisors, teachers, coworkers, members of the clergy or other community leaders. Please do not include relatives or friends. Please write the deadline and the mailing address for the site you are applying to.

**Date** \_\_\_\_\_

**Name of Reference** \_\_\_\_\_

**Address** \_\_\_\_\_

**Day Telephone Number** \_\_\_\_\_ **E-mail Address** \_\_\_\_\_

1. What is your relationship to the applicant? How long have you known him or her? \_\_\_\_\_

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2. Please describe the job or other responsibilities the applicant had when working with you. \_\_\_\_\_

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3. What did you learn about the applicant while s/he was with you? \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please rate the applicant's level of motivation:      *very low*    1    2    3    4    5    *very high*    Unable to answer

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

5. How would you describe the applicant's ability to work with others to solve problems related to their responsibilities?      *very low*    1    2    3    4    5    *very high*    Unable to answer

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

6. How dedicated or reliable was the applicant in meeting his/her responsibilities?      *very low*    1    2    3    4    5    *very high*    Unable to answer

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



7. In the Public Allies program, teamwork and the ability to work closely with people from very different backgrounds are central to the experience. How do you think that the applicant would handle a team situation throughout the ten-month period?

very low

very high

 Unable to answer

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8. Did the applicant ever have a problem with timeliness or punctuality? Was there ever a problem with professional etiquette?

very low

very high

 Unable to answer

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9. What do you think are the applicant's greatest strengths? \_\_\_\_\_

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10. Public Allies provides training and support to our Allies throughout the program. In which areas do you believe the applicant will need the most support? \_\_\_\_\_

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If you are a former employer, would you rehire the applicant?  Yes  No

Please return the form to the address at the top of page 1.

## **NEW LEADERSHIP FOR NEW TIMES**

Public Allies' mission is to advance new leadership to strengthen communities, nonprofits and civic participation. We are changing the face and practice of leadership in communities across the country to meet the demands of changing times.

This commitment to inclusive, community-driven leadership has made us a premier pipeline for developing diverse young nonprofit and community leaders, and a nationally recognized source for effective leadership approaches that are right for our changing times.

## **OUR PROGRAM**

Through our signature AmeriCorps program, we identify talented young adults from diverse and under-represented backgrounds who have a passion to make a difference, and we help them turn that passion into a viable career path. Our 10 month-long AmeriCorps program combines:

### **FULL-TIME PAID APPRENTICESHIPS IN NONPROFIT ORGANIZATIONS IN THEIR COMMUNITIES WHERE THEY:**

- serve four days per week
- create, improve and expand services that address diverse issues, including youth development, education, public health, economic development and the environment
- earn a monthly stipend of \$1,300 to \$1,800
- receive healthcare, childcare, student loan deferment and a post-service education award of \$4,725

### **A RIGOROUS LEADERSHIP DEVELOPMENT CURRICULUM DELIVERED BY COMMUNITY LEADERS, PRACTITIONERS AND EDUCATORS, WHICH INCLUDES:**

- intensive weekly skill training and leadership development seminars
- critical feedback, reflection, and personal coaching toward individual performance and professional goals
- community building and team projects with a diverse cohort of peers presentations of learning at the end of the year to demonstrate how one met the learning outcomes of the program

## **HISTORY**

Public Allies was founded in 1992 by a diverse group of young nonprofit leaders and activists who believed there were many energetic, talented young people who wanted to become involved in tackling community and national issues. Recognized by the Bush and Clinton administrations as a model for national service, Public Allies has expanded across the nation, advancing over 2,000 alumni.

Public Allies is an AmeriCorps Program.

For locations and information on our local programs, visit us at [www.publicallies.org](http://www.publicallies.org).

## **2011 APPLICATION CHECKLIST:**

- Is this the right program for me?**
- Ally Application Form**
- Resume**
- Statement of Purpose**
- 2 Letters of Recommendation**
- H.S. Diploma, GED, or Unofficial transcript**
- Other Materials (if necessary)**