



Dear prospective intern,

Thank you for your interest in a summer internship with *Newark Youth Leadership Project (NYLP)*, a program of Greater Newark Conservancy. NYLP is a leadership program that will focus on environmental issues including green jobs, the environment, healthy living, education and career exploration. In this program you will be pushed to try new things, experience outdoor activities and lead a healthier lifestyle.

Please review the following details before considering your application to the program:

- This application is for **SUMMER 2016**. This program will run from **July 11, 2016 through August 19, 2016**. You will be expected to be in attendance every Monday through Thursday. Attendance is mandatory; there are no vacation days.
- In order to be considered for an interview students MUST:
 - o **Be a Newark resident, but can be attending any high school**
 - o **Have a 2.5 or better GPA** (most recent report card must be submitted)
 - o **Be currently enrolled in high school**
 - o **Have a recommendation of Guidance Counselor or teacher (form attached)**
- Interns are paid \$8.38/hr and will work *up to* 20 hours per week (which means they are paid up to 16 hours/week by the City of Newark NYOSCC AND paid up to 4 hours/week by Greater Newark Conservancy)
- Before being hired, each applicant will be screened through an interview process. Be prepared for this interview—dress for success and don't be late!
- **Selection is limited, so please submit this application *as soon as possible*. Interviews begin in November of each year and end in January of each year. APPLICATIONS WILL NOT BE ACCEPTED PAST JANUARY OF THE PROGRAM YEAR!**
- If you previously participated in summer or school year NYLP, a resume is required with the application!

Should you have any questions about the application or the program, please feel free to contact me. We look forward to receiving your completed application!

Sincerely,

Emmanuela Mujica
Director of Special Projects

PLEASE PRINT CLEARLY in blue or black ink!
Your Contact Information

| | | |
|---|--------------------------|--------------------------|
| Last Name: | First Name: | Middle Initial: |
| Street Address: | Apartment number: | City, State, Zip: |
| Date of Birth: | Gender: M / F | |
| Home number: | Cell Phone: | Email: |
| Emergency Contact Person (relationship): | | Emergency Phone: |

| High Schools attended (most recent first) | From (year) | To (year) | Current grade | Current GPA |
|---|-------------|-----------|---------------|-------------|
| | | | | |
| | | | | |
| | | | | |

Please list all extracurricular activities (clubs, sports, hobbies, groups) you are involved with:

| |
|--|
| |
| |
| |

Previous Employers or Programs

Have you ever had a job or been involved with a leadership training program? _____

If so, please fill out the section below:

| | | | | |
|------------------------|------------|------------------------|--------------|--------|
| From (year): | To (year): | Employer/Organization: | City, State: | Phone: |
| Work Title/Position: | | | | |
| Supervisor's Name: | | | | |
| Starting Salary/Wages: | \$ | Final Salary/Wages: | \$ | |

What is your T-Shirt size?

☐Small ☐Medium ☐Large ☐ X Large ☐ XX Large ☐ 3XL

Have you participated in the Newark Youth Leadership Project before? ☐ Yes ☐ No

If so, have you included a resume with this application? ☐ Yes ☐ No

Why do you want to participate in NYLP? Please list your top three reasons.

1- _____
2- _____
3- _____

Do you have any physical limitations that would prevent you from working outside during extremely warm or extremely cold weather? If so, please explain. _____

Department selections

Horticulture: Learn about gardening, plant flowers/veggies, give tours of our outdoor learning center, water or weed gardens; outdoor work

Greening: Help beautify Newark, plant flowers, help maintain and start community gardens, outreach to local community; indoor and outdoor work

Education: Learn about the environment and then teach others about it; indoor and outdoor work, interaction with young children

Farm Stand: Learn how to run a business by operating a farm stand & selling fresh produce, market and sell products; mostly outdoor work, interaction with adults and children in the local community

Media: Learn about creating a social media blog and maintain daily and weekly through writing assignments, interviewing people and editing videos to upload to the website; indoor and outdoor

Urban Farming: Learn about urban farming, working with chickens, growing and harvesting vegetables; outdoor work

Office/Accounting: Learn how to work in office administration and assist the finance department with tasks; indoor work, must be responsible, mature, and have a high attention to detail

Rank your choices from 1-7, in order of preference or interest. 1 being the most interesting, 2, second most interesting, etc., and 7 being the least interesting.

NOTE: You should have all numbers, 1 through 7 in your ranking

___ Horticulture
___ Community Greening
___ Urban Farming
___ Education
___ Media
___ Farm Stand
___ Office/Accounting

What is your top choice for a department and why? _____

*****ESSAY QUESTION: What is the biggest challenge you face as a teen and how have you made steps to be a leader in your school or community?**
Please type your essay on another sheet of paper OR EMAIL YOUR ESSAY TO
EMUJICA@CITYBLOOM.ORG ***



APPLICANT'S STATEMENT

I certify that the statements made by me on this form are true and correct. I understand that if I become a participant in the Newark Youth Leadership Project, any false statement on this application can be considered cause for dismissal. I am a naturalized citizen or have proof of my eligibility. I authorize investigation of all statements contained in application for participation as may be necessary in arriving at a decision for participation.

I have read and understand the informational letter attached to this application. ☐ YES ☐ NO

Signature of Applicant _____ **Date** _____

PARENT'S/GUARDIAN'S STATEMENT

I certify that the statements made by my son/daughter on this form are true and correct. If my child becomes a participant in the NYLP, I will support him/her fully. I understand that any false statement on this application can be cause for dismissal.

Signature of Parent/Guardian _____ **Date** _____

Additional application materials (these items MUST be included with application):

- ☐ Current report card (can be submitted once received from the school)
- ☐ Guidance counselor recommendation
- ☐ Essay (emailed or typed)
- ☐ Current resume (if a past participant in the NYLP program)

***THE APPLICATION IS INCOMPLETE IF THE ABOVE DOCUMENTS ARE NOT INCLUDED!**

APPLICANTS WILL BE INTERVIEWED & ACCEPTED UNTIL JANUARY 6, 2016, BUT THE SOONER YOUR APPLICATION IS TURNED IN, THE BETTER BECAUSE SPOTS WILL BE FILLED AS SOON AS POSSIBLE.
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

Please send completed application by email, fax, mail or in person to:

Greater Newark Conservancy
32 Prince Street
Newark, NJ 07103
Attention: Emmanuela Mujica

FAX to: 973-642-2218

OR EMAIL to: emujica@citybloom.org

THIS SECTION IS FOR THE SCHOOL GUIDANCE OR TEACHER TO COMPLETE.

Student's Name _____
Grade _____
Name of Guidance Counselor _____
Phone Number _____ Fax Number _____ Email _____

Student Eligibility (Circle One)

| | | |
|--|------------|-----------|
| Meets Grade Average of 2.5/B Average? | YES | NO |
| Resident of Newark? | YES | NO |
| Is currently a high school student? | YES | NO |

Please check the following qualities that this student possesses:

| | |
|-----------------------------|------------------|
| ____ Attendance/Punctuality | ____ Creativity |
| ____ Outspoken | ____ Appearance |
| ____ Hygiene | ____ Reliability |
| ____ Dependability | ____ Maturity |

List Student's Strengths

List Student's Weaknesses

Please sum up your recommendation of the student in two or three sentences. (Please print legibly)

Signature _____ **Date** _____

A COPY OF THE APPLICANT'S MOST RECENT REPORT CARD MUST BE INCLUDED WITH THE APPLICATION. IT IS ULTIMATELY THE STUDENT'S RESPONSIBILITY TO ENSURE THE APPLICATION IS COMPLETE.

Please send completed application to:

Greater Newark Conservancy

32 Prince Street

Newark, NJ 07103

Attention: Emmanuela Mujica

FAX to: 973-642-2218

EMAIL to: emujica@citybloom.org

