



Central Oregon Youth Conservation Corps
Summer Employment 2010

Youth Crew Leader Application

The Central Oregon Youth Conservation Corps (COYCC) is a work-learn-earn program administered cooperatively by the Heart of Oregon Corps, Central Oregon Intergovernmental Council, and the U.S. Department of Agriculture-Forest Service in partnership with local community organizations, schools, businesses and private individuals. Heart of Oregon Corps will hire and employ all youth in the program. The program provides natural resources based hands-on education and work projects on public lands. Participants will do **hard physical work** and may be exposed to insects, adverse weather, and difficult working conditions.

Youth Crew Leaders earn \$8.90 per hour and can earn a high school "skills based learning credit" for completion of the program. Youth Crew Leaders work Monday through Thursday from 7:00 am to 4:30 pm, beginning June 28th and ending August 19th. They serve as an assistant to the adult crew leader.

Young men and women who are 17 through 18 years of age at the date of enrollment (June 28th), who are permanent residents of the United States, are eligible for employment without regard to social, economic, racial, or ethnic backgrounds. Previous work experience is required for a Youth Crew Leader position with COYCC. We are looking for youth who have proven that they have good work ethics and leadership skills, either as a previous corps member or in another type of job.

Applicants who were COYCC crewmembers in previous years can only apply for a Youth Crew Leader position. Not all locations will fill youth crew leader positions, as this is funding dependent.

We suggest you read the entire application, then on a separate piece of paper, write your answers, check your spelling and grammar, and ask someone to proof read it for you. Make sure you answer every question completely and neatly fill out your own application. **Incomplete applications will not be accepted.** Resumes are not required and cannot be used as a substitute for this application but may be attached to the end of the application if desired. Please do not apply for a position if hard work in an out of doors setting is not the right job for you or if you have commitments that won't allow you to participate in at least 7 weeks of the program!

You must be willing to get hot and dirty while performing a variety of duties in the great outdoors of central Oregon. This could mean working in either a forested or high desert environment. Be sure to pack a hearty lunch and plenty of water to keep you energized for your 9-hour workday. The following are descriptions of some of the types of work you may be asked to perform:

- Trail construction/reconstruction: Hiking at times up to 5+ miles a day at times to reach work locations. This includes carrying your tool and pack with lunches, water and other equipment as needed. Duties include clearing brush and limbs, grubbing and digging trails, installing signs, and working in vicinity of chain saws.
- Fence construction/reconstruction: Building or rebuilding barbed-wire fence for cattle allotments. Requires working with hand tools, hauling posts and fencing across range country, digging holes and placing posts; stringing barbed-wire fencing.
- Fuels reduction: Clearing brush and slash from around campgrounds and other locations on the National Forest. Includes the use of hand tools, cutting tools (pulls saws, pruning saws, etc.), and pulling and piling slash into piles.
- Weed pulling: Consist of pulling noxious weeds from various locations and bagging them for delivery to the landfill. Includes lots of bending over, pulling and being in dusty conditions.

Key Dates

April 29th: Applications must be returned to any Deschutes or Ochoco National Forest office by the close of business. You will only be considered for employment for the location at which you return your application.

May 1-14: Selection or non-selection letters will be mailed

May 21: Last day to phone in to accept the position (no response will be considered declining the offer)

Early June, date to be announced: 1 hour evening meeting to complete hiring paperwork

June 28: First day of work

August 19: Last day of work

Social Security #: _____ - _____ - _____ Age: _____ Date of Birth: _____

Last Name: _____ First Name: _____ MI: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

County: _____ Phone #: _____ Gender: Male ___ Female ___

Are you attending School? yes ___no___ Which School: _____ Grade in School: _____

If you are not attending school, explain why: _____

Glove size (please circle one unisex size): XS S M L XL XXL

T-shirt size (please circle one unisex size): XS S M L XL XXL

1. Previous work experience (either paid or volunteer)

Employer: _____ Dates of Employment: _____

Supervisor: _____ Phone #: _____

Duties: _____

Employer: _____ Dates of Employment: _____

Supervisor: _____ Phone #: _____

Duties: _____

Employer: _____ Dates of Employment: _____

Supervisor: _____ Phone #: _____

Duties: _____

2. Have you ever been involved with the criminal justice system? yes ___no___ Briefly describe: (Affirmative responses will not block an applicant from a position with the Corps)

3. Do you have any physical condition or limitation that may affect your ability to do perform hard physical labor? If yes what can be done to work with those limitations? yes___no___

4. What is your greatest accomplishment so far? Why is this important to you? _____

5. Tell us why we should hire you to be a Youth Crew Leader in a COYCC program? _____

6. Using the attached recommendation form. Enclose **two** recommendations from adults (who are not related and do not live with you) who can speak about your leadership abilities and work ethics.

Applicants Last Name: _____ First Name: _____

Applicant's Statement: I have read the information about the COYCC program for which I am applying and understand that this position will involve hard work and providing leadership for a team. I understand and can meet the requirements of this position. If accepted into the COYCC program I am willing to commit to full participation and completion of the program. I certify that all of the statements made in this application are true to the best of my knowledge.

Applicants Signature

Parental Consent (if under age 18): I agree to allow my child to participate in COYCC and in any activities associated with this program. I agree to hold harmless Central Oregon Conservation Youth Corps, its agents, officers, employees and volunteers, of any and all liabilities arising from my child's participation in the program.

Signature of Parent or Legal Guardian

Optional information

To be completed by Parent or Legal Guardian
(or applicant if age 18 or older)

Completion of this information may assist with placement of your child through funding provided for youth that meet one or more of the following criteria.

Family Size _____

Family Income _____

- a. Is your family eligible for food stamps: yes ____ no ____
- b. Does your child require special needs or is s/he on an Individual Education Plan at School. yes ____ no ____
- c. Is your child considered to be an "at risk youth"? yes ____ no ____

Other considerations/needs:

Ethnicity: Please check one

| | | | | |
|------------------|-----------------|------------------|---------------------------------------------|-----------|
| African American | Asian | Alaska Native | Eastern European (Russian, Ukrainian, etc.) | Caucasian |
| Latino/Hispanic | American Indian | Pacific Islander | Multiracial | Other: |

Applicants Last Name: _____ First Name: _____

RECOMMENDATION #1 FOR COYCC YOUTH CREW LEADER

The applicant is applying for a Youth Crew Leader position with the Central Oregon Conservation Youth Corp (COYCC), which is a work-learn-earn program that provides natural resources based education and work projects on public lands. Youth Crew Leaders with the assistance of an adult supervisor will provide leadership to their crew while performing hard physical work themselves. Youth crew leaders will earn \$8.90 per hour and can earn a high school "skills based learning credit" for completion of the program.

Youth, ages 17 through 18, who are permanent residents of the United States, are eligible for employment. Previous work experience is required for a Youth Crew Leader position with COYCC. We are looking for youth who have proven that they have good work ethics and leadership skills.

Please complete the following and enclose in a sealed envelope, sign the flap of the envelope, and return it to the applicant for inclusion in his/her application packet. If you wish, you may also attach a letter of recommendation typed on your school or professional letterhead.

IMPORTANT: Applicant must receive this recommendation by **April 20** in order to meet the application deadline of April 29th.

Your Name: _____

Your Employer: _____

Your Position: _____ Day Phone #: _____

Address: _____ City: _____ State: ____ Zip: _____

How long have you known the applicant? _____

In what context? _____

How might the COYCC program benefit the applicant?

What characteristics does this applicant have that he/she would bring to the COYCC program?

What type of leadership skills does this applicant possess?

Additional Comments:

Signature: _____

Applicants Last Name: _____ First Name: _____

RECOMMENDATION #2 FOR COYCC YOUTH CREW LEADER

The applicant is applying for a Youth Crew Leader position with the Central Oregon Conservation Youth Corp (COYCC), which is a work-learn-earn program that provides natural resources based education and work projects on public lands. Youth Crew Leaders with the assistance of an adult supervisor will provide leadership to their crew while performing hard physical work themselves. Youth crew leaders will earn \$8.90 per hour and can earn a high school "skills based learning credit" for completion of the program.

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What characteristics does this applicant have that he/she would bring to the COYCC program?

What type of leadership skills does this applicant possess?

Additional Comments:

Signature: _____