



ADULT MENTOR US YOUTH AMBASSADORS PROGRAM - 2019 CYCLE

OUTBOUND APPLICATION SAMPLE

Background

The U.S. Youth Ambassadors (USYA) Program offers five separate three-week exchange programs for high school youth (ages 15-17) and adult educators. Participants will focus on the program themes of civic education, leadership and community service through activities such as site meetings, experiential learning activities, leadership trainings, civic participation at the community level, mentoring by community, business and NGO leaders and volunteer programs.

Participating countries include: Argentina/Chile, Brazil, the Dominican Republic, Paraguay and Ecuador. Exchange activities in Argentina/Chile, the Dominican Republic, Paraguay and Ecuador are conducted in Spanish; interested applicants should have intermediate Spanish proficiency. Exchange activities in Brazil are conducted in English.

Youth Ambassadors is sponsored by the Bureau of Educational and Cultural Affairs, U.S. Department of State with funding provided by the U.S. Government. Exchanges will take place between June and August, and are implemented in partnership with Amigos de las Américas, Georgetown University and World Learning.

Eligibility Requirements

- ✓ Be teachers or community leaders who work with youth;
- ✓ Be citizens of the country they are representing on the exchange;
- ✓ Demonstrate an interest in assisting youth to become productive and responsible members of society;
- ✓ Exhibit maturity and open-mindedness;
- ✓ Be supportive of the teenage participants;
- ✓ Plan to continue working in teaching positions or other positions of influence on young leaders.



FREQUENTLY ASKED QUESTIONS

How do I apply?

- Having trouble applying? Email youthambassadors@worldlearning.org
- You must submit supporting documents as outlined within the application. Students must submit two letters of recommendation, a photo of yourself, and parent/guardian permission. Adults must submit two letters of recommendation, a photo of yourself, and a resume/CV.

What is the cost of this program?

- There is no application fee for applicants.
- The U.S. Government will pay for international transportation to and from the United States, orientations, program and visa fees and administration, site visits and seminars, lodging and meals, some cultural activities, educational materials, and accident and sickness insurance while abroad. Participants will stay with volunteer host families and in youth conference centers.
- Participants are responsible for expenses related to the application process (copying, mailing, photographs, etc.), passport fees, vaccination fees (if applicable) and spending money for souvenirs and other items in the United States.

I go to school/work. How can I take off three weeks?

- Youth Ambassador Programs are highly educational. We strongly suggest that you apply even if you are not sure you have permission to miss work/class yet. We are able to provide official letters detailing the program academic and professional benefits. If you have questions, please contact us at youthambassadors@worldlearning.org

Can siblings apply to the Youth Ambassadors Program?

- Yes, siblings can apply to the Youth Ambassadors Program if they meet all eligibility requirements.

Do I need a passport to apply?

- A passport is not required to submit your application to the program. However, if accepted into the program, please apply for your passport immediately upon notification of your status as a finalist or alternate. Please be advised that a passport, valid for 6 months after the program end date, is required for participation in this program.

What are the criteria for selection?

Students will be evaluated on the following factors:

- a demonstrated interest in and commitment to volunteer and civic activities;
- ability to work cooperatively in diverse groups and tolerate the opinions of others;
- leadership potential;
- good social and communication skills;
- good academic performance;
- an energetic, positive attitude; and
- ability to implement projects that benefit the applicant's school and/or community.

This material is free. Its sale is illegal.

Any false information submitted will cause the immediate disqualification of the candidate

Adult applicants will be evaluated on the following factors:

- a demonstrated interest in and commitment to service in their local regions;
- demonstrated history of supporting youth activities;
- strong record in teaching and/or youth programs;
- demonstrated leadership ability;
- ability to work cooperatively in diverse groups of students and peers and tolerate the opinions of others; and
- commitment to working with youth after the project to help them implement projects.

Are there language requirements for the exchange?

- Programs have different language requirements. Look at the program application for specific language requirements.

Will I receive confirmation that my application has been received? When will I know if I've been accepted?

- Yes. You will receive an email to inform you your application is complete and has been received after submitting all required forms. You will also receive an email to inform you of your status- Not Selected or Semi-Finalist. All Semi-Finalists will receive an invitation for an interview, and will receive an email after their interview informing them of their new status- Not Selected or Finalist.

What if I am not accepted to the Youth Ambassadors Program this year; can I apply again next year?

- Yes, provided you meet the eligibility criteria again next year.

If selected...

- Apply for a passport immediately if you do not have one already;
- Additional information and materials will be provided.

Who should I contact if I have any questions about the application or program?

- Please send all questions about the program to youthambassadors@worldlearning.org

2019 ADULT MENTOR APPLICATION FORM

This is a **SAMPLE APPLICATION** for the 2018 Youth Ambassadors Program.

Application periods vary by country and program and can be viewed at youthambassadors.worldlearning.org.

Please carefully read this application form before beginning your online application. You must answer all the questions and submit all the required documentation for your application to be considered eligible. If some questions do not apply please write N/A (not applicable).

Complete the application online at:

youthambassadors.worldlearning.org

DOCUMENTS REQUIRED

Please send the following documentation with your application*:

1. Resume/CV
Please attach a summarized resume/CV no more than a page long.
2. Copy of valid passport if possible (it is not mandatory to have a passport to apply to the program)
3. Criminal History Record
Please submit your criminal history record prepared by the Federal Police. This can be requested in most large cities.
4. Two letters of recommendation - *Please used Youth Ambassadors provided form*

The letters of recommendation should be on separate sheets of paper. The forms should be from a supervisor, professor, or other professional who is not related to you.

Please make sure that your recommender includes your full name in your letter of recommendation and utilizes the Youth Ambassadors provided form.

This material is free. Its sale is illegal.

Any false information submitted will cause the immediate disqualification of the candidate

Mailing address: _____
(if different from
current address) _____
(please include street name and number, postal code, city, state/province)

Emergency contact: _____
First Name Middle Name Last Name

Relation to you: _____

Address: _____
(please include street name and number, postal code, city)

Phone: _____ Email: _____

SURVEY

How did you first hear about the exchange program? Please be as specific as possible.

PROFESSIONAL WORK INFORMATION

What is your current occupation? _____

Name of employer: _____
If you are self-employed, please write "self-employed."

School/Work Address: _____

(please include street name and number, postal code, city, state/province)

Job Title: _____ Supervisor's Name: _____
Please include their title, first, and last names.

Please attach a summarized resume/CV no more than a page long.

EXTRACURRICULAR AND VOLUNTEER ACTIVITIES

Leadership and Community Service. How does your work experience demonstrate your leadership ability and commitment to service in your community? _____

Do you have non-formal education experience (learning beyond school, trainings, conferences, etc.)? Please list your experiences in non-formal education (trainings, conferences, seminars, extended learning beyond school).

Please list any degrees or diplomas earned. High School, trade school, bachelors, graduate, doctoral, etc.

Please list all activities you currently participate in, volunteer with, or for with you serve as an advisor.

INTERNATIONAL TRAVEL

Do you have a valid passport? Yes No

A passport is not required to submit your application to the program. However, if accepted into the program, please apply for your passport immediately upon notification of your status as a finalist or alternate. Please be advised that a passport, valid for 6 months after the program end date, is required for participation in this program.

If yes, please provide the following information:

Passport Number: _____ Place of Issue: _____
Issuing Country: _____ Date of expiration: _____
(month/day/year)

Please attach a copy of your passport with the application.

Have you ever visited or lived anywhere outside of the United States? Yes No

If the answer is yes, please explain the length and reason for your trip: _____

PROGRAM PLACEMENT

Please indicate your country and subtheme preferences for a U.S. Youth Ambassadors exchange. *The Youth Ambassadors Team will do its best to take program preferences into consideration, however we cannot guarantee specific U.S. Youth Ambassadors program availability we encourage all applicants to be flexible regarding program placements.*

- Argentina & Chile – *Multiculturalism and Civic Activism*
- Brazil – *Social Justice and Volunteerism*
- Dominican Republic – *Entrepreneurship and Environmental Protection*
- Ecuador – *Social Entrepreneurship*
- Paraguay - *Social Entrepreneurship*

Explain your choice of program(s). Your explanation will be reviewed as part of your application and considered during the selection process. Please focus the explanation on your first preference. Your answer should not exceed 250 words.

LANGUAGE ABILITIES

Do you speak any languages other than English? Yes No

If the answer is yes, which language do you speak? : _____

How many years have you studied this language? _____ Where did you study? _____

Is this language spoken at home? Yes No

How would you describe your **spoken** skills? Poor Fair Good Excellent Native

How would you describe your **written** skills? Poor Fair Good Excellent Native

SCENARIOS

Below you will find common scenarios that adult mentors have experienced. Based on your understanding of the Youth Ambassadors Program, please respond to the scenario questions listed below. Plagiarism will result in the removal of your application from consideration. This means that if your answers are exactly the same as those of another applicant, both people will be disqualified.

- **Scenario 1:** As an adult participant you will be responsible for traveling with the students, many who have never traveled outside of their home country before. What would you do if you were traveling with a group of students and a student becomes ill right before you boarded the plane to return home? How would you handle the situation? What would be your plan regarding the other students? How would you communicate with the other adults? (350-500 Words)
- **Scenario 2:** As an adult participant, you will also be responsible for acting as a cultural bridge between local staff and the students. For example, the schedule is very strict and students and adult mentors are expected to be on time to all sessions and events. One student has been consistently late to all activities, and the local staff has spoken to you about it, stating their frustration. The student has also spoken to you about being frustrated with the strictness of the schedule and doesn't understand why it is so important to be on time for everything. How would you handle this situation? How would you communicate to the local staff as well as the student? In your opinion, what would be the appropriate solution to this problem? (350-500 Words)
- **Scenario 3:** You are in your host community and you notice that a couple of the students are tired and sleeping and talking in the middle of the presentation. This is happening at almost every meeting. How will you work to motivate the students to reengage and participate in the program? (350-500 Words)
- **Scenario 4:** As an adult participant, following the exchange, you will provide support to participants as they implement their community projects. This implementation period can last from 6 to 9-months. How will approach this role knowing that a student motivation can wain when not in physical contact? How will you balance this follow-on responsibility, while also managing the responsibilities and time commitments that already exist in your professional and personal life? (350-500 Words)

I certify that the information contained in this application, including all attachments and supporting credentials, is complete and correct.

Applicant's signature

Date



Letter of Recommendation for the Youth Ambassadors Program #1

Instructions: Recommendations should be made by two (2) individuals (colleagues or supervisor) who know the applicant and has knowledge of their professional, personal and leadership qualities. The recommendations cannot be from a family member or friends.

This recommendation must be typed, or if it is written by hand it must be legible. The recommendations must be submitted with your complete application to be eligible. **LETTERS ARRIVING LATE MAY DISQUALIFY AN APPLICATION.**

Our program contains a special type of educational experience. This applicant will be involved in a three-week exchange program overseas, having direct contact with youth and adults. The applicant will be immersed in an academic environment with challenges and that will require intercultural adjustment and a coexistence as a member of a host family. To be successful, the applicant must have a high degree of motivation and the ability to get used to people of different social and cultural levels. Please be very honest in your evaluation of the applicant to help us determine whether or not this person is able to participate in this type of program. Please indicate, by checking the appropriate spaces, your evaluation of the characteristics of this person. If you wish, you can add comments, if so, please include another page.

To be filled out by the applicant:	

<i>Last Name, First Name (as provided on your application)</i>	
_____	_____
<i>Date of Birth (Month/Day/Year)</i>	<i>Email Address</i>
To be filled out by the person giving the reference:	
_____	_____
<i>Full Name</i>	<i>Work/Title</i>
_____	_____
<i>Relationship to the applicant</i>	<i>Place of Employment</i>
_____	_____
<i>Email Address</i>	<i>Phone Number</i>

	Excellent	Good	Normal	Poor	Not Sure
Consideration and respect for others and their perspectives					
Good judgment and common sense					
Leadership potential					
Ability to take direction cheerfully					
Initiative					
Sense of responsibility					
Ability to adjust and cope with new situations					
Intellectual curiosity and imagination					
Ability to express self					
Participation in the community and in extra-curricular activities					
Ability to complete and continue projects					
Sense of humor					
Ability to mentor youth					

In what capacity have you known this applicant?

How long have you known the applicant? From: _____ to _____

Comments: Please make a candid evaluation of the applicant and evaluate your ability to participate in an educational exchange program in Central or South America with U.S. youth. Please focus on the following:

- * Preparation for living abroad: maturity, adaptability and interpersonal skills
- * How do you think this experience abroad will be beneficial in a professional and personal sense?
- * Strong and weak characteristics
- * Please comment on the applicant's chances of success in this program, including intercultural and leadership skills.
- * Please comment on the candidate's ability to mentor youth.
- * Skill in the Spanish language (if known).

Name _____

Signature _____

This material is free. Its sale is illegal.

Any false information submitted will cause the immediate disqualification of the candidate



Letter of Recommendation for the Youth Ambassadors Program #2

Instructions: Recommendations should be made by two (2) individuals (colleagues or supervisor) who know the applicant and has knowledge of their professional, personal and leadership qualities. The recommendations cannot be from a family member or friends.

This recommendation must be typed, or if it is written by hand it must be legible. The recommendations must be submitted with your complete application to be eligible. **LETTERS ARRIVING LATE MAY DISQUALIFY AN APPLICATION.**

Our program contains a special type of educational experience. This applicant will be involved in a three-week exchange program overseas, having direct contact with youth and adults. The applicant will be immersed in an academic environment with challenges and that will require intercultural adjustment and a coexistence as a member of a host family. To be successful, the applicant must have a high degree of motivation and the ability to get used to people of different social and cultural levels. Please be very honest in your evaluation of the applicant to help us determine whether or not this person is able to participate in this type of program. Please indicate, by checking the appropriate spaces, your evaluation of the characteristics of this person. If you wish, you can add comments, if so, please include another page.

To be filled out by the applicant:	

<i>Last Name, First Name (as provided on your application)</i>	
_____	_____
<i>Date of Birth (Month/Day/Year)</i>	<i>Email Address</i>
To be filled out by the person giving the reference:	
_____	_____
<i>Full Name</i>	<i>Work/Title</i>
_____	_____
<i>Relationship to the applicant</i>	<i>Place of Employment</i>
_____	_____
<i>Email Address</i>	<i>Phone Number</i>

This material is free. Its sale is illegal.

Any false information submitted will cause the immediate disqualification of the candidate

	Excellent	Good	Normal	Poor	Not Sure
Consideration and respect for others and their perspectives					
Good judgment and common sense					
Leadership potential					
Ability to take direction cheerfully					
Initiative					
Sense of responsibility					
Ability to adjust and cope with new situations					
Intellectual curiosity and imagination					
Ability to express self					
Participation in the community and in extra-curricular activities					
Ability to complete and continue projects					
Sense of humor					
Ability to mentor youth					

In what capacity have you known this applicant?

How long have you known the applicant? From: _____ to _____

Comments: Please make a candid evaluation of the applicant and evaluate your ability to participate in an educational exchange program in Central or South America with U.S. youth. Please focus on the following:

- * Preparation for living abroad: maturity, adaptability and interpersonal skills
- * How do you think this experience abroad will be beneficial in a professional and personal sense?
- * Strong and weak characteristics
- * Please comment on the applicant's chances of success in this program, including intercultural and leadership skills.
- * Please comment on the candidate's ability to mentor youth.
- * Skill in the Spanish language (if known).

Name _____

Signature _____

This material is free. Its sale is illegal.

Any false information submitted will cause the immediate disqualification of the candidate