



# YOUTH JOB APPLICATION

## YouthLINE Technology Intern

**\*\*DEADLINE: FRIDAY, June 2<sup>nd</sup>, 2017 at 5PM\*\***

Work 10-20 hours/week on a flexible schedule that includes some weekends.

Pay rate is \$13.00/hr.

**No prior experience necessary.**

**CHALK will train you.**

Training will take place in the summer and into the fall semester of school.

*Incomplete applications will not be accepted. Please make sure you fill out this application thoughtfully and to the best of your ability.*

**Position: CHALK YouthLINE Technology Intern**

**Position Description:** Interns will get hands-on experience with real-world creative assignments: digital media, host our live television show, web design, photography, and journalism. Youth will be required to work in groups. Interested applicants are not required to have experience. **YouthLINE will train you!** However, experience is a plus and we will accept portfolios.

**Applicants must be:**

- Must be between the ages of 14-18 years old
- Must be a San Francisco Resident
- Must have an interest in digital media and/or technology

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**Step 1: Complete the Application**

Be sure to answer all questions completely and thoroughly. If needed, feel free to use extra sheets of paper when answering questions.

**Step 2: Mail, drop off, fax or email the completed application to CHALK**

**Mail or drop off your application to:**

**CHALK**

**C/o Bianca Faddis**

**271 Austin Street**

**San Francisco, CA 94109**

**Or**

**Fax your application to:**

**Fax# 415-977-6950**

**Or**

**Email the application to: [faddis@chalk.org](mailto:faddis@chalk.org)**

**If emailing your application, only attach the application as a Microsoft Word Document.**

**If faxing your application, we encourage you to call the CHALK office to ensure your application was received.**

**DO NOT copy and paste the application into the body of the email.**

**If you have further questions on how to properly send an application as an attachment, call Bianca.**

**Application Deadline: Friday, June 2<sup>nd</sup> at 5:00pm**

**Questions?**

**Call Bianca at the CHALK office at 415-977-6949**

**Call between 9:00am and 5:00pm**

**Monday-Friday**

**For after hours: Call Bianca at 415-418-0214**

**Please fill out the application thoughtfully and to the best of your ability. All information on the application will be used to help us get a complete picture of who you are. Thank you for applying and good luck!**

*Please print clearly throughout this application.*

**Section I: Personal Information**

FIRST NAME	LAST NAME	NICKNAME (OPTIONAL)	DATE OF BIRTH

ADDRESS

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CITY	STATE	ZIP CODE

PRIMARY TELEPHONE NUMBER	SECONDARY TELEPHONE NUMBER

CURRENT HIGH SCHOOL / COLLEGE / GED PROGRAM / OR 'TRANSFERRING SCHOOLS'	CURRENT GRADE	AGE

**WHAT LANGUAGE(S) DO YOU SPEAK FLUENTLY?** \_\_\_\_\_

**WHAT LANGUAGE(S) DO YOU WRITE FLUENTLY?** \_\_\_\_\_

**HOW DID YOU RECEIVE THIS JOB APPLICATION?** \_\_\_\_\_  
(ex: My case manager at "name of program"):

**IS THIS YOUR FIRST TIME APPLYING WITH US?**     YES     NO

If no, how many times have you applied (including this application)? \_\_\_\_\_

**ARE YOU CURRENTLY ON PROBATION?**     YES     NO

**PROBATION OFFICER NAME?** \_\_\_\_\_ **PHONE NUMBER:** (    )    -

**PROBATION OFFICER EMAIL?** \_\_\_\_\_

**HOW LONG HAVE YOU BEEN ON PROBATION?** \_\_\_\_\_

**WHEN ARE YOU SCHEDULED TO GET OFF OF PROBATION?** \_\_\_\_\_

**DO YOU HAVE A CASE MANAGER?**     YES     NO

**CASE MANAGER NAME?** \_\_\_\_\_ **PHONE NUMBER:** (    )    -

**CASE MANAGER EMAIL:** \_\_\_\_\_

## Section II: Background Information

**I. Please list any extracurricular activities (activities other than classes) that you are involved in at school and/or in your community.**

*Please insert another page if you need more space.*

Activity	How Long Have You Been Involved?	Are You Currently involved?
		<input type="checkbox"/> Y <input type="checkbox"/> N
		<input type="checkbox"/> Y <input type="checkbox"/> N
		<input type="checkbox"/> Y <input type="checkbox"/> N

**Do you have a curfew?**     YES     NO

If yes, what is your curfew (list days and times): \_\_\_\_\_

**2. Have you ever held a job before?**     Y     N

*If yes, please include information regarding your most recent job(s).*

	MOST CURRENT JOB	PREVIOUS JOB
Place of employment		
Address		
Telephone number		
Name of supervisor		
Dates of employment		
Briefly describe your job responsibilities		

**Section III: Short Answers**

Please answer these questions as thoroughly as possible. Feel free to use the back of this page or attach a separate piece of paper for additional space. Remember to number your answers to correspond with the questions.

1. Keep it 100% real, what makes you want this job more than any other job?

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2. What is your definition of teamwork? Is teamwork important to you? Why or why not?

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3. Have you ever had any training or experience in utilizing Google Email, Google Drive, Google Forms, or Excel? Salesforce? iMovie, Photoshop, Filming or Editing? Website design?  NO  YES  
If yes, please explain what type of training and when.

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4. Where do you see yourself in the next year? What steps are you currently taking or planning to take to reach your goals?

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5. Are you comfortable with deadlines? Or do you prefer to work at your own pace? Please explain.

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6. Please think of one challenge you've faced. If the challenge has been resolved, please share how you overcame it. If it has not been resolved yet, share how you plan on handling it.

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