

**VIRGINIA COMMONWEALTH UNIVERSITY
AMERICORPS PROGRAM
FULL-TIME APPLICATION**

What is AmeriCorps?

AmeriCorps is a national service initiative signed into law in 1993 by President Clinton. Through AmeriCorps, individuals of all ages and backgrounds, address the nation's education, public safety, human and environmental needs through national service. In return, AmeriCorps members receive a small living allowance and an educational award to help finance their college education or vocational training, or to pay their student loans.

While there is not a typical AmeriCorps member, individuals selected for AmeriCorps must demonstrate a commitment to service, a willingness to use their time and abilities to improve the lives of others, and an interest in learning new skills. Through their service, they will bring to life the AmeriCorps ethic of civic responsibility and community here in Richmond.

What is VCU's AmeriCorps Program?

In keeping with its urban mission, Virginia Commonwealth University has a strong commitment to serving as a partner with the Richmond, Virginia Community. Through VCU's AmeriCorps Program, members are placed in elementary schools throughout the City of Richmond and Henrico County to provide tutoring and mentoring services to struggling readers in primary grade levels. The members work as teams in elementary school settings and are assigned to specific children and classrooms to carry out specific tasks. General and specific training is provided to all members.

VCU's AmeriCorps Program is a multi-disciplinary effort of the University involving among others, the School of Education, the School of Nursing, the Department of Psychology, and the School of Social Work. The Division of Community Engagement Programs provides administrative oversight for the program.

Facts about the VCU AmeriCorps Program

Term of Service: Full-time members serve 1700 hours or approximately 40 hours per week during the AmeriCorps Program year which begins in August and ends in August of the following year.

Living Allowances: Full-time members receive \$11,100 annually for living expenses paid bimonthly. Due to grant requirements all members will be FICA taxable, please do not mark FICA exempt on your tax form.

Educational Award: At the completion of 1700 hours of service, full-time members receive \$4,725. The education award in the form of a voucher may be used to repay outstanding qualified student loans or to pay for all or part of the cost of attending an institution of higher education. The award is taxable. Members may also receive postponement of interest on existing loans during their term of service.

Child Care: Full-time members may also be eligible for child care reimbursement paid directly to a child care provider.

Health Care: Health care benefits for the individual member only are provided at no cost. Family coverage is not available.

Eligibility: Members must be 17 years of age or older and must have either a high school diploma or its equivalent or agree to obtain such a diploma prior to receiving an educational award. If an individual is incapable of obtaining a high school diploma or its equivalent, as a result of a learning disability, this educational requirement may be waived. An AmeriCorps member must also be a citizen or legal permanent resident of the United States.

Application Deadline: Complete applications must be submitted:

Applications
Virginia Commonwealth University
1103 W. Marshall St., P.O. Box 843034
Richmond, Virginia 23284-3034

Note: Selection of applicants is subject to the approval of a refunding application with the Corporation for National Service.

For more information: Contact the VCU AmeriCorps Office at (804) 828-8850.

Full – Time Application Instructions

This application asks you to describe the skills and the experience you offer to AmeriCorps, as well as the reasons why you hope to be selected. Consider each section carefully and respond to the best of your ability. Think about your role in service activities, membership in community organizations, academic experiences, and personal talents. Take into account everything from your past and present. Your application and personal references help create a full picture of you and what you bring to national service. Make sure that this application accurately reflects all the qualities that make you a good candidate for AmeriCorps. Please type or print legibly.

Member Profile

Name _____

Social Security Number _____

E-mail Address _____

Current Address (Street, Apartment #, City, State, Zip Code) _____

Telephone: Home (_____) _____ Work: (_____) _____ Other: (_____) _____

Permanent Address (Street, Apartment #, City, State, Zip Code) _____

Telephone: Home (_____) _____ Work: (_____) _____ Other: (_____) _____

Are you a U.S. Citizen, National, or Permanent Resident Alien? (Circle One) Yes No

Can you make a one year, 40 per week commitment to the AmeriCorps Program? (Circle One)
Yes No (If no, please explain) _____

Do you have any special needs that require accommodations? (Circle One) Yes No
(If no, please explain) _____

If you are a current or anticipating student, have you applied for financial aid for the upcoming academic year? Yes No Does not apply

If yes, were you found eligible? (Circle One) Yes No Don't Know

If you are a current student please indicate the number of academic hours you are planning to enroll in during the Fall Semester _____ Spring Semester _____ Does not apply _____

Do you own a car or have reliable transportation?(Circle One) Yes(car) Yes(reliable transportation) No

Skill Areas

Indicate those areas in which you have had significant training or experience, including volunteer or community service experience.

- Arts
- Child Care/Development
- Community Outreach
- Computers
- Counseling
- Mentoring
- Health/Health Education

- Mediation/Conflict Resolution
- Public Speaking
- Recreation
- Research
- Social Services
- Teaching/Tutoring

- Youth Work/Coaching
- Parenting Skills Training
- Other (List)

Community Service Activities

List and describe your organizational membership and community service experiences. Include social, school, professional, and neighborhood programs. Include any experiences working with children, youth, and/or families.

Name of Group	Dates of Participation	Description of Activities/Position

Educational Background (Check all that apply)

- | | | |
|---|---|--|
| <input type="checkbox"/> Current Graduate Student | <input type="checkbox"/> Some College Completed | <input type="checkbox"/> Student |
| <input type="checkbox"/> College Graduate | <input type="checkbox"/> Associate Degree | <input type="checkbox"/> High School Graduate |
| <input type="checkbox"/> Professional Degree | <input type="checkbox"/> Technical School Student | <input type="checkbox"/> GED |
| <input type="checkbox"/> Current College Student | <input type="checkbox"/> Current Junior College | <input type="checkbox"/> Less than High School |

Begin with your current school or most recent and list all schools attended. Include high school, trade/technical schools, college, job corps, etc.

School	Location City/State	Dates Attended Month/Year	Area of Study Major/Minor	Type of Degree Date received or expected

Employment Record

Please include any self-employment, home management, volunteer, military service, full or part-time, salaried employment. Start with your current or most recent experience.

1. Employer: _____ Dates Employed: _____
 Name of Supervisor: _____ Telephone: (____) _____
 Address: _____
 Your duties and responsibilities: _____

2. Employer: _____ Dates Employed: _____
 Name of Supervisor: _____ Telephone: (____) _____
 Address: _____
 Your duties and responsibilities: _____
-
3. Employer: _____ Dates Employed: _____
 Name of Supervisor: _____ Telephone: (____) _____
 Address: _____
 Your duties and responsibilities: _____
-
4. Employer: _____ Dates Employed: _____
 Name of Supervisor: _____ Telephone: (____) _____
 Address: _____
 Your duties and responsibilities: _____
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References

List three individuals not related to you that we may contact as references. We encourage you to list people who know you well such as teachers, employers, guidance counselors, or community members.

Name: _____
 Address: _____
 City, State, Zip: _____
 Telephone: (____) _____ Work: (____) _____
 Relation to you: _____
 Best time to contact: _____

Name: _____
 Address: _____
 City, State, Zip: _____
 Telephone: (____) _____ Work: (____) _____
 Relation to you: _____
 Best time to contact: _____

Name: _____
 Address: _____
 City, State, Zip: _____
 Telephone: (____) _____ Work: (____) _____
 Relation to you: _____
 Best time to contact: _____

Personal Statement

On a separate sheet of paper, type or print legibly a 250 word statement explaining why you want to join AmeriCorps and describing your most important skills and/or experiences which will help you contribute to AmeriCorps and the national service movement. Please attach this personal statement to your application.

Certification

All applications must be signed by the applicant. By signing this application, you are stating that you are at least 17 years of age, that the information provided is true to the best of your knowledge, and you are authorizing us to verify the information provided, including academic status, previous employment, and/or personal references.

Signature: _____ Date: _____