



Teens P.A.C.T.
Positive Actions and Choices for Teens



Brooklyn Teens P.A.C.T.
260 Broadway, 3rd Floor
Brooklyn, New York 11211
718-387-7341

Harlem Teens P.A.C.T.
81 West 115th Street
New York, New York 10026
212-360-5952

Dear Peer Leader Candidate,

Application Deadline: April 15, 2011

Thank you for your interest in becoming a Teens P.A.C.T. (*Positive Actions and Choices for Teens*) Peer Leader! Every year Teens P.A.C.T. selects a group of teens that are dedicated, creative, outgoing, have a lot of energy, are natural leaders, and have a strong desire to positively impact their peers and community. By submitting your application, you have identified yourself as possessing such qualities, and have taken the first step in becoming a peer leader. Before you rush to complete your application, please read this letter carefully because there are a few things you must consider to be sure that being a Teens P.A.C.T. Peer Leader is right for you.

What is Teens P.A.C.T.?

Teens P.A.C.T. is a program of Community Healthcare Network. Community Healthcare Network is a network of nine clinics that meet the healthcare needs of patients in some of New York City's most underserved communities. Teens P.A.C.T. is designed to promote sexual health among young people regardless of whether or not they are sexually active. Our goals are to prevent pregnancy, sexually transmitted infections and HIV among NYC youth. We provide confidential reproductive healthcare (birth control, STD and HIV counseling services, GYN exams, etc.) at no cost. We also provide workshops and education on a range of topics (Safer Sex, Reproductive Health, Peer Pressure, etc.) to teens in schools and throughout the community. Finally, we sponsor opportunities for young people to foster new relationships and build skills through participation in the development and execution of community action projects, aimed at improving specific issues that negatively affect a certain community.

The Peer Leadership Program:

The Peer Leadership Program is very similar to a paid internship. In addition to receiving a stipend, the program is designed to help you develop solid work experience and important interpersonal skills. This is not only a job; it is a learning experience! As mentioned earlier, we are looking for teens that are dedicated, creative, outgoing, have a lot of energy, are natural leaders, and have a strong desire to positively impact their peers and community. Teens P.A.C.T. offers a competitive stipend for the following schedule:

Summer: 24 hours per week, Mon-Thurs, during July and August
School year: A maximum of 10 paid hours per week, Mon-Thurs.

Teens P.A.C.T. Peer Leaders benefit from their employment in a number of ways: Attendance at an annual weekend retreat, assistance with college applications, attendance at conferences, participation in community service projects, you may be eligible to receive school credit for community service or work study, and more. Many of these activities will also be available to your friends and other teens that join our program.

Employment Eligibility:

Peer Leader candidates must be between the ages of 14 and 19 years old in order to be eligible for the position. Both males and females are encouraged to apply. Peer Leader candidates under the age of 18 must have **parental permission** and must be able to obtain working papers by June 17, 2011. Any candidate that will have summer school classes for the summer of 2011 is NOT eligible for the position because they will not be able to fully participate in our training schedule.

The application process and requirements:

1. * All applications must be received in either the Brooklyn or Harlem Teens P.A.C.T. offices no later than April 15, 2011.
2. * Anyone submitting an application for employment *MUST* attend our annual conference, More Than Just Sex. Why? The conference is a great way to get a sense of what will be expected of you if you are hired as a peer leader. It's also an opportunity to meet our current peers and ask questions about the position. Finally, it's a great way to learn about your sexual health-information you need to be an effective peer leader. Anyone unable to attend the conference must call the Teens P.A.C.T. office *prior* to the conference to inform staff that they are unable to attend. Details are attached as follows (further information will be mailed to you upon receipt of your application):

Conference: More Than Just Sex

Where: St. Francis College
180 Remsen Street
Brooklyn, NY 11201

When: May 21, 2011 * No applications will be accepted at the conference.

3. Upon submission, applications will be reviewed and screened by the Teens P.A.C.T. staff. A select number of candidates will be contacted to take part in an interview during the weeks of May 5th, and 11th 2011.
4. Candidates will be notified of their selection no later than the second week of June.
5. * Selected employees will submit all required paperwork by June 17, 2011 and complete an employee physical on or before July 1, 2011.

* **MANDATORY**

Summer responsibilities:

All Peer Leaders will undergo *paid* (stipend) training on a variety of issues related to the position. These trainings will prepare you for carrying out your responsibilities during the school year. All trainings are **mandatory** and will require a minimum commitment of 4 days a week (Monday through Thursday), 6 hours a day for the months of July and August, 2011. **If you will not be available to work during these weeks, you are not eligible for this position. Sorry, no exceptions!**

The responsibilities of the Peer Leaders vary depending on the time of the year:

Job responsibilities during the school year:

- Assist in facilitation of workshops and presentations on teen related and sexual health issues
- Participate in PSA project: planning, implementing, pre-production, casting, filming, editing, post-production and dissemination.
- Plans and implements individual and/or small group large scale community service action projects designed to have a long-term impact on the community.
- Plan and conduct outreach to teens to promote reproductive health services
- Represent the agency at health fairs and conferences
- Plan and implement an annual youth conference
- Additional duties as assigned

Your commitment: In addition to summer training, you will need to be available to work 3-4 days during the week (approximately 10-12 hours) and occasionally on a weekend during the school year. All time worked during the school year are paid, but are not allowed to exceed 12 hours a week except on rare occasions. If you need more hours than this, please **reconsider** submitting your application.

The stipend for Peer Leaders is up to \$80 per week during the school year and up to \$150 per week during summer training. **You must be willing to commit yourself to the program from the beginning of July 2011 through the end of May 2012.**

Incomplete or late applications will not be accepted.

Please submit all applications by April 15, 2011 to:

<p>Brooklyn 260 Broadway, 3rd Floor 718-387-7341 <u>By train:</u> J, M, or Z to Marcy Ave <u>By bus:</u> B44, B46 or Q54</p>

<p>Harlem 81 West 115th Street 212-360-5952 <u>By train:</u> 2 or 3 to 116th St. <u>By bus:</u> M102, M116, M7</p>

You may also submit your application electronically to teenspact@chnnyc.org. If you have any questions concerning the application or the available position, please feel free to call Brooklyn Teens P.A.C.T. @ 718-387-7341 or Harlem Teens P.A.C.T. at 212-360-5952.

Thanks and good luck!



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212-426-0088

**Community Healthcare Network
Teens P.A.C.T Peer Leader Application**

Please complete the following application thoroughly and honestly. Please print clearly and use a pen. If you have any questions, please ask the Teens P.A.C.T. staff. Be sure to answer ALL questions. Thank you.

PERSONAL INFORMATION:

Full Name: _____ Social Security Number: _____

Mailing Address:

Street: _____ Apt: _____

City: _____ State: _____ Zip code _____

Phone Number: _____ E-mail Address: _____

School: _____ Grade: _____ GPA: _____

Date of Birth _____ Age: _____

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How did you hear about Teens P.A.C.T.?

Friend _____ School _____ Agency (please name) _____

Other _____

Do you know anyone who has ever been a Teens P.A.C.T. Peer Leader? If yes, please name that person.

Are you available Monday through Thursday from 9-5 during July AND August 2011?

July: ___ Yes ___ No

August: ___ Yes ___ No

Are you available to work after school from September 2011 to May 2012 from 3-6:

Monday: ___ Yes ___ No

Wednesday: ___ Yes ___ No

Tuesday: ___ Yes ___ No

Thursday: ___ Yes ___ No

Limiting yourself to the space provide, please list in the order of most to least importance to you, any activities or interests to which you have given your time OUTSIDE of your school setting.

ACTIVITY OR INTEREST	LENGTH OF YOUR COMMITMENT	LEADERSHIP POSITION, IF ANY
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Limiting yourself to the space provided, briefly describe which activity/interest represents your highest level of commitment and why.

Limiting yourself to the space provided, answer the following questions:

What are some of your expectations of what your role might be as a peer leader?

What makes you uniquely suited for the position?

If hired, what do you hope to gain from the experience?

Is there any other information that you would like us to know about you that has not been covered on this application? _____Yes _____No If yes, please write it here:
