



# ADULT MENTOR YOUTH AMBASSADORS PROGRAM - 2018 CYCLE

## INBOUND APPLICATION

### **Background**

Youth Ambassadors is a three-week exchange for high school students (age 15-18) and adult educators focused on civic education, community service, and youth leadership development. Additionally, students live with U.S. host families for a portion of the exchange, which is a truly formative experience in cultural immersion and language acquisition. Upon return to their home, students are required to complete a community service project with the support of their mentors and fellow Youth Ambassadors. This program is fully funded by the US government.

### **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;
- Have sufficient proficiency in the language of the exchange (English, Spanish, or French) to participate fully in all exchange activities; and
- Plan to continue working in teaching positions or other positions of influence on young leaders.



Embassy of the United States

# FREQUENTLY ASKED QUESTIONS

## How do I apply?

- Having trouble applying? Email [youthambassadors@worldlearning.org](mailto: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](mailto: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.

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**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](mailto:youthambassadors@worldlearning.org)

# 2018 ADULT MENTOR APPLICATION FORM

## INSTRUCTIONS

Please carefully read this application form before filling it out. You must answer all the questions and attach all the required documentation for your application to be considered. If some questions do not apply please write N/A (not applicable). Complete and send application to:

**Chanelle Clare**  
Education and Cultural Specialist,  
Email: ClareCE@state.gov  
Telephone: 1-242-322-1181 ext. 4251

## DOCUMENTS REQUIRED

Please send the following documentation with your application\*:

1. One photo of yourself
2. Copy of valid passport if possible (it is not mandatory to have a passport to apply to the program)
3. Criminal History Record
4. Resume/CV
5. Two letters of recommendation - *Please used Youth Ambassadors provided form*

\* Note: Please do not send the original documents. All documentation sent to **Chanelle Clare, Education and Cultural Specialist** will not be returned.

- Please submit your criminal history record prepared by the Federal Police. This can be requested in most large cities.
- Please attach a summarized resume/CV no more than a page long.
- 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. Recommendations may be completed in your home country's official language or in English. Please make sure that your recommender includes your full name in your letter of recommendation and utilizes the Youth Ambassadors provided form.

## IMPORTANT DATES

- Application Opens – Friday, April 6, 2018
- Application Deadline – Friday, April 27, 2018
- Semi-Finalists Selected – May 3 - 4, 2018
- Pre-Departure Orientation in Nassau - July 23 - 24, 2018
- U.S. Exchange Dates - August 7 - 28, 2018

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Current address: \_\_\_\_\_

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

Mailing address: \_\_\_\_\_

(if different from  
current address)

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

### **CONTACT INFORMATION**

Phone: \_\_\_\_\_  
Home Mobile/Cell

Email: \_\_\_\_\_ Facebook: \_\_\_\_\_

LinkedIn: \_\_\_\_\_

Did you attach an updated criminal history record?  Yes  No

### **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.**

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Extracurricular and Volunteer Activities

**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 which 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 give the following information:

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

**If yes, please attach a copy of your passport with the application.**

If selected as a semifinalist, are you willing to go to the US Embassy or local Consulate in your country for an interview?  Yes  No

Have you ever visited or lived in the United States?  Yes  No

If yes, please explain the length and reason for your trip.

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Have you ever traveled out of the country?  Yes  No

If yes, please provide a brief description of the dates, length, and nature of your stay(s).

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**LANGUAGE ABILITIES**

What is your native language? \_\_\_\_\_

List other languages that you know and the number of years studied (*ex. French- 3 years, Arabic- 1 year*)

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How many years of English study have you had? \_\_\_\_\_ Where did you study? \_\_\_\_\_

Is English spoken at home?  Yes  No

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

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

**SHORT ESSAYS**

In 400 words or less, please write an essay addressing the following questions. Write your response in clear English and in your own words. 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.

- Describe how you have worked with youth and young adults over the last five years.
- What three goals do you hope to obtain as a result of participating on this program?
- What do you find to be the most challenging aspects in working with youth, and how have you dealt with overcoming these challenges?
- What motivates you to apply to this program? How would this exchange benefit your work with young adults?
- What do you think is needed to motivate youth to be involved in their communities? In which ways can youth be involved in your community? Do you think youth can be leaders? Why or why not?

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## 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.

<b>To be filled out by the applicant:</b>	
_____	
<i>Last Name, First Name (as provided on your application)</i>	
_____	_____
<i>Date of Birth (Month/Day/Year)</i>	<i>Email Address</i>
<b>To be filled out by the person giving the reference:</b>	
_____	_____
<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>

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	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 \_\_\_\_\_



## 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.

<b>To be filled out by the applicant:</b>	
_____	
<i>Last Name, First Name (as provided on your application)</i>	
_____	_____
<i>Date of Birth (Month/Day/Year)</i>	<i>Email Address</i>
<b>To be filled out by the person giving the reference:</b>	
_____	_____
<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 \_\_\_\_\_