

Kiley Academy Ambassador Application

Application Process:

1. Pick up an application from Dean Vu
2. Ask two teachers to write a recommendation.
See the last 2 pages. Recommendations must be handed in with the completed application.
3. Complete the application below and return it to Dean Vu, **applications are due Friday, January 21st.**

Selection Process:

1. Applications are reviewed and rated based on:
 - o Your personal essay
 - o School participation, grades, attendance, and discipline
2. The most qualified applicants will be invited to an interview
The interview panel will rate each candidate according to:
 - Promptness
 - Confidence
 - Communication Skills
 - Community and Service Commitment
3. Selected scholars will be announced: The Week of January 31st

Program Objectives:

- Provides leadership experience to selected scholars
- Prepare scholar leaders to support school wide initiatives
- Model the Habits of Scholarship and Academic Achievement
- Increase school communication and support for initiatives

Ambassador Responsibilities:

- Conduct yourself as a Kiley Academy Representative in and out of school by maintaining the Habit of Scholarship traits
- Wear proper uniform daily
- Greet and be friendly to all guests, adults, and your peers
- Attend and actively participate in all ambassador meetings
- Communicate and disseminate (give out) information to peers
- Plan and participate in Community Meetings
- Lead School Tours and explain how an academic day at Kiley goes, in the halls + in the classroom
- Usher at school events
- Assist with running school events
- Engage in your academics and maintain a 2.0 or better GPA with no F's. This is a C (70) or better average in all classes. If grades drop, then the scholar will meet with counseling staff to determine a probationary period of 1 marking period to improve grades.
- Maintain good daily attendance and minimal tardies.
- Follow through with your commitments
- Support a new scholar
 - o Explain their schedule to them
 - o Show them where their classes are
 - o Introduce them to their teachers
 - o Invite them to eat lunch with you, if you are in the same cafeteria/room
 - o Show them how to find their bus at the end of the day
 - o Be a helpful friendly face for the new scholar

Attach your typed or neat handwritten response (staple it to this application packet)

1. What is your strongest quality that would be most beneficial to being a Kiley Academy Ambassador?
2. Why are you interested in serving as a Kiley Academy Ambassador?

Personal Information(Please print)

Scholar's Name: _____ Grade: _____ ID#: _____

Home Address: _____ Zip Code: _____

Telephone Home: _____ Your Cell: _____

E-mail: _____

What is your T-Shirt/Sweater size (indicate Youth or Adult size)? _____

Family/Guardian Consent:

I grant my approval for _____ to become a Kiley Academy Ambassador. I also grant permission to the program and its administrators the right to contact the above named Ambassador directly via e-mail, text message, telephone and/or regular mail.

[Print Name] _____

[Signature] _____

MEDIA Release for Kiley Academy

The Springfield Public Schools District uses the news media, internal publications, and the Internet as a tool to improve communication and to highlight and inspire scholar achievement. Individuals and groups of scholars may be showcased through the posting of writing, multimedia projects, photographs, videos, voice recordings, and the listing of scholar accomplishments in the media and in the District's communications systems. scholars' names may be posted in such cases.

___ Yes, I give my permission for my child's image, voice, and achievements to be included in SPS communication efforts.

___ No, I do not give my permission for my child's image, voice and achievements to be included in SPS communication efforts.

Family/Guardian Signature: _____ Date: _____

Relationship to Scholar: _____

----- School Use Only Below Line -----

INTERVIEW Rubric

Date, Time of Interview _____

	Exceeds Expectations 4	Meets Expectations 3	Approaching the Target 2	Not meeting the Target 1
Personal appearance				
Promptness				
Confidence				
Communication Skills				
Community + Service Commitment				
Overall Impression				

SCHOLAR AMBASSADOR RECOMMENDATION FORM

To be selected as a Kiley Scholar Ambassador is an honor and an excellent opportunity for personal and professional growth. Scholars who are selected as Ambassadors should possess strong interpersonal skills, leadership qualities, a genuine interest in meeting new people, and a sense of pride for Kiley Academy and their community.

Each potential Ambassador should have 2 Recommendation Forms completed by current teachers or administrators.

Reference For: _____

Please rate the scholar in the following categories:

	Exceeds Expectations 4	Meets Expectations 3	Approaching the Target 2	Not meeting the Target 1
Teamwork				
Positive Attitude				
Responsibility				
Communication Skills				
Dependability				
Dedication				

What qualities does this person have that would make them a good Kiley Academy Ambassador?

Would you recommend this applicant? Yes No

How long, and in what capacity do you know this applicant?

Name of Recommender

Title

Phone

E-Mail

Signature

Date

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