

Instructions to Complete the Application Package

1. The application must be filled out completely. Failure to complete any question or section will disqualify your application.
2. Word-processed responses are preferred, but handwritten responses are acceptable. Please write neatly and proofread your application to remove any spelling or grammar errors before submitting your application package.
3. In the first essay-style question that asks about your skills, please think broadly. Public safety utilizes many different skillsets, such as marketing, public speaking, analyzing data, working with people, planning, organization skills, time management, attention to detail, creative thinking, logistics, working with people, managing projects, and much more. Tell us about the things you do that you enjoy and have been noted as being good at by yourself, family, friends, and teachers. If you have any outcomes to share, tell us those, too. For example: *I worked with five other people to organize a school party celebrating a team championship. I took charge of the group and assigned tasks, and followed up and helped one member who was struggling to complete his task. We pulled together the party in a week and I received several compliments from both group members and party goers on how organized, creative, and fun the party was.*
4. In the second essay-style question that asks you about your goals and interests after graduation, please answer honestly. It's ok if you don't know for sure or have several interests you are still thinking about. We realize plans and interests may change, but tell us what are you currently thinking about.
5. Your application must be turned in with a completed Faculty Letter of Recommendation. This form must be signed by the faculty and placed in a sealed envelope before being returned to you for inclusion with your application package. Applications that are received without the Faculty Letter of Recommendation and/or with the envelope unsealed or otherwise opened will be disqualified.
6. The completed form, along with the Faculty Letter of Recommendation (in its own sealed envelope), should be returned no later than **April 1, 2019** to:

Office of Emergency Preparedness and Response
ATTN: Linda Botts
3661 E. Virginia Beach Blvd.
Norfolk VA 23503

Youth Local Emergency Planning Committee Application

If writing, please print neatly. This application is to be completed by the student.

Student Name:		High School:	
Age:	Grade:	Gender:	

In one paragraph, tell us about your skills. What are you good at, and what do you enjoy doing?

In a few sentences, what are your goals / interests after graduation?

Faculty Letter of Recommendation

This form must be signed by the faculty and placed in a sealed envelope before being returned to the student for inclusion with their application package. Applications that are received without the Faculty Letter of Recommendation and/or with the envelope unsealed or otherwise opened will be disqualified.

Your student, _____, is interested in participating in the Youth Local Emergency Planning Committee with the Norfolk Office of Emergency Preparedness and Response.

Vision: *Empowering preparedness innovators.*

Mission: *Fostering transformative community connections in personal and public safety and preparedness through empowerment, engagement, and enthusiasm.*

Goals:

1. Empower youth to foster and facilitate community change through peer-to-peer and adult education.
2. Engage youth to develop and lead community events that highlight personal and community preparedness.
3. Create a culture of enthusiasm for public safety and preparedness work.

Please honestly assess your student’s skills and abilities via the questions below.

	Not at all	Not very much	Neutral	Somewhat	Very much
Sense of personal responsibility	1	2	3	4	5
Works well with others	1	2	3	4	5
Follows directions well	1	2	3	4	5
Overall maturity	1	2	3	4	5
Engaged in learning	1	2	3	4	5
Listens to others	1	2	3	4	5
Provides thoughtful responses	1	2	3	4	5

Please provide any other feedback regarding this student:

Faculty Name

Faculty Signature

Date