



## 2017 EMPLOYMENT APPLICATION

Email applications to [Elaine.Lyons@HorizonsHamptonRoads.org](mailto:Elaine.Lyons@HorizonsHamptonRoads.org)

Application Deadline: April 15, 2017

### Horizons Hampton Roads Mission and Background

The achievement gap between low-income children and their more affluent peers is already 6 months by kindergarten and, without intervention, will continue to widen to three years by the fifth grade. Low-income students typically lose more than two months in reading achievement in the summer, while middle-class kids tend to make slight gains. The losses are cumulative over time, so that by the end of the fifth grade, children without opportunities can be three or more grade levels behind their peers in reading. Children who fall into the achievement gap:

- Continue to drop further behind each year
- Are 6 times more likely to drop out of high school
- Have a 51% chance of being unemployed.

Horizons Hampton Roads' education program has proven results to reverse this trend and offer improved educational outcomes including on-time grade progression and high school graduation rates, as well as greater rates of post-secondary education, and leading to improved overall employment opportunities. Each summer, Horizons Hampton Roads students gain on average, 2.5 months of reading and math skill levels.

Horizons provides an academic, cultural and recreational enrichment program designed to encourage students from diverse, limited income population to realize their full potential. Working in partnership with families and communities, Horizons is committed to the development of the whole child through experiences that build problem-solving skills, foster awareness of community responsibility, instill respect for others, and encourage life-long interest in learning. The program follows the award-winning Horizons National model by offering an effective six-week educational enrichment program to low-income children in grades K-8 in Norfolk, Portsmouth and Virginia Beach.

**There are two summer employment opportunities at Horizons Hampton Roads at each of three sites (Norfolk Collegiate School, Portsmouth Catholic Regional School and Chesapeake Bay Academy)**

### Teacher Assistant

Position Overview: The Teacher Assistant will be assigned to a classroom teacher and one classroom. The assistant will support all aspects of the Horizons summer enrichment program. NOTE: This position requires a professional or college student who is seeking part-time, summer employment.

#### **Role Overview and Major Responsibilities:**

- Serves in the classroom: duties of teaching and caring for approximately 15 students
- May be assigned to Lead Teachers for Grades K-8, or Reading Specialists
- Classroom curriculum includes reading, STEM, writing
- Classroom learning often consists of small groups and individual instruction
- Responsible for helping to plan daily classroom schedule and assisting in instruction
- Works in partnership with classroom volunteers
- Attends daily swim instruction lessons and provides encouragement to students
- Participates with students in physical education activities
- Attends all field trips, participates in daily meals with students, attends Family Night, and other staff meetings/training as required

Eligibility: Classroom experience, relevant experience, and/or relevant coursework preferred. Must possess an interest in working with children from at-risk backgrounds.

Compensation: This is an hourly position.

Schedule: The Teacher Assistant is responsible to the program, their Lead teacher, and their students for the entire program and expected for full days. Program dates/times: June 26 – August 3, 2017; 8:00am – 3:30pm. Mandatory training will be Friday, June 23, 2017

## **Student Aide**

Position Overview: The student aide will be assigned to a Site Director. The aide will assist in all aspects of the Horizons summer enrichment program. This position requires a student who is at least 16 years old who has an interest or curiosity in education. We encourage Horizons graduates to apply.

Role Overview: The Student Aide's primary job is to assist teachers, teacher aides, and other staff members with delivering our academic enrichment curriculum; maintaining a safe and enjoyable atmosphere on campus; and building a successful relationship with students, staff, and host school staff.

**Your two most important responsibilities are (1) to be a positive role model for all Horizons students and (2) to lend your time and talents to the staff, all in support of the Horizons mission.**

Eligibility: You must be at least 16 years old.

Compensation: This is an hourly position.

Schedule: The Student Aide is responsible to the program, their site director, and their students for the entire program and expected for full days. Program dates/times: Program dates/times: June 26 – August 3, 2017; 8:00am – 3:30pm. Mandatory training will be Friday, June 23, 2017

**If you are interested in applying for one of these positions, fill out the attached application. It is not necessary to return these first two informational pages. Applications may be emailed or sent to:**

**Elaine Lyons  
Horizons Hampton Roads  
7336 Granby St.  
Norfolk, VA 23505**

**Section 1: Questions –**

Please use the following questions to introduce yourself; to share with us what your goals are for your participation; and detail any other important things we should know about you. These questions will help us to determine if we are a good fit for one another – Be authentic and complete in your responses.

**1. For which position would you like to be considered? What skills or experience would you bring to this role?**

**2. Describe how you will contribute to our mission.**

**3. Tell us why this work might inspire you personally and what you aim to gain academically or professionally.**

**4. Be creative and use this final space as you wish. (HINT: Use this space for anything else we “must-have” when considering YOU.)**

*From all of us at Horizons, we thank you for sharing a bit about yourself! So very grateful you have expressed interest! Best Wishes! We all hope to meet you in May!*

**Section 2: Applicant Data and Information**

Date of Application	Last Name	First Name
Street Address		City & Zip Code
Email	Home #	Cell #
Emergency Contact Name:	Contact Details:	
<b>For those under 18 ONLY:</b> Parent (Printed) Name:	Parent Signature:	

**Demographic Information:**

Grade: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Race/Ethnicity: \_\_\_\_\_ Are you Hispanic/Latino? \_\_\_\_\_

**Education**

**High School**

School Name	
City, State	
Dates Attended	Did you graduate?

**College/Graduate/Professional School**

1. School Name		2. School Name	
City, State		City, State	
Major/Area of Study:		Major/Area of Study:	
Dates Attended	Did you graduate?	Degree:	Dates Attended
			Did you graduate?
			Degree

**Work History: Please include all work history including internships and volunteer work.**

1. Name of Employer	2. Name of Employer
Name of Supervisor and/or Person to Contact:	Name of Supervisor and/or Person to Contact:
Description of Work:	Description of Work:
Reason for Leaving:	Reason for Leaving:

**References and Resume**

Please provide the contact information of two professional references (previous employers, faculty from your school, or extracurricular directors). 1. \_\_\_\_\_  
2. \_\_\_\_\_

Please attach your resume to your submission.