

Leadership Application for Service Break Experiences Fall 2008

Please read the following leadership requirements before considering a leadership position:

1. All applicants must have participated in at least one service trip.
2. **All applicants must be juniors or seniors in the fall of 2008.**
3. **Mandatory attendance is required at all leadership meetings – leadership meetings will be one night a week during the evenings starting the week of April 21st until fall break, excluding summer vacation.**
4. It is recommended that you apply as a leadership team and complete 1 application as a team. Single applicants without a co-leader must speak with Nancy A. Lee before applying.
5. Applications will not be reviewed until all parts of the application are complete:
 - a. Personal information sheets for each applicant.
 - b. Completed recommendation forms from a previous advisor or leader for each applicant.
 - c. Completed essay responses prepared as a leadership team.

Responsibilities of a service break leader:

1. Attend and participate in all mandatory leadership meetings.
2. Communicate effectively with the service break coordinator, your service site, leadership team and group members.
3. Facilitate community building among your group members before, during and after break through icebreakers, reflections, and service.
4. Act as the liaison between Villanova and your service sites.
5. Participate actively with your leadership team which consists of you, your co-leader, and your advisor.
6. Commit at least 10 hours a week towards the planning of a service break experience.

Application Process:

Applications are due by **Friday April 4th, 2008**. Applications can be picked up in Campus Ministry or found online at <http://www.villanova.edu/campusministry/service/breakexperiences/>. Applications should be returned to Campus Ministry (the ground floor of St. Rita's Hall) by 5pm on Friday April 4th, 2008. Applicants will be notified about their acceptance by email the week of Monday April 14, 2008.

Please type the answers to the following questions and attach them to this application:

1. Why are you interested in leading a service break experience? Please describe one moment from a previous break experience that sparked your desire to *lead* a service break experience.
2. What is your definition of leadership? What skills do you have that will help you be an effective leader? What are the strengths and weaknesses you each possess?
3. What is the difference between charity and justice and how have your previous break experiences illustrated these differences?
4. Service Break Experiences are sponsored by the Office of Campus Ministry. What does this mean or imply to you when leading a service break experience? In addition, please describe how your faith life connects with your desire to serve and lead others.

Special Notes: This fall, the Habitat Service Experiences will be working with different Habitat Affiliates around the United States. A variety of mission service experiences both in and out of the United States are being arranged.

Thank you for your interest. Leaders will primarily be chosen on the basis of leadership ability, recommendations and strength of application. If you have any questions, please feel free to contact Nancy A. Lee by email or phone (Nancy.a.lee@villanova.edu, 610-519-4084).

Leader Personal Information Sheet: Applicant 1

Name: _____

Name of co-leader: _____

Please circle the type of experience you prefer to lead:

1. Habitat for Humanity
2. Mission/Global Outreach Experience

Location of previous break experience(s): _____

Student leaders of previous break experience(s): _____

Advisor(s) of previous break experience(s): _____

Banner ID number (not your Social Security #): _____

Local Address if living off campus: _____

Residence Hall and Room if living on campus: _____

Email Address: _____

Phone Number where you can be reached: _____

Date of Birth: _____

College: _____

Major: _____

Year of Graduation: _____

Minor: _____

Parent(s) Names(s) _____

Permanent Address: _____

Home Phone Number: _____

T-shirt size (please circle): S M L XL XXL

Leader Personal Information Sheet: Applicant 2

Name: _____

Name of co-leader: _____

Please circle the type of experience you prefer to lead:

1. Habitat for Humanity
2. Mission/Global Outreach Experience

Location of previous break experience(s): _____

Student leaders of previous break experience(s): _____

Advisor(s) of previous break experience(s): _____

Banner ID number (not your Social Security #): _____

Local Address if living off campus: _____

Residence Hall and Room if living on campus: _____

Email Address: _____

Phone Number where you can be reached: _____

Date of Birth: _____

College: _____

Major: _____

Year of Graduation: _____

Minor: _____

Parent(s) Names(s) _____

Permanent Address: _____

Home Phone Number: _____

T-shirt size (please circle): S M L XL XXL

Fall 2008 Service Break Experience
Reference Form

Name of Applicant: _____

Name of Recommender: _____

Relationship to Applicant: _____

To the referent: Thank you for your service to the service break program as either a student leader or advisor. The applicant above has chosen you to let me know more about him/her. Your letter of recommendation will be of great value in helping determine his/her ability to lead a service break experience. Your experience with the applicant as either a student leader or advisor will provide a more complete understanding of the applicant's strengths and weaknesses.

A few questions are listed below as a guide. Your honest and candid answers to each question are very important. Please feel free to use these questions as a guide to writing a recommendation.

1. What qualities does this person possess which would make the applicant an effective leader?
2. How did the applicant interact with the group, the site affiliate, and those he/she served?
3. What are some of the strengths of the applicant?
4. What are some of the limitations or weaknesses of the applicant?
5. Is the applicant capable of directing and encouraging a group of diverse students on a week-long service experience? Are they accepting and non-judgmental?
6. From your previous service experience, did the applicant participate in the work of building community before, during, and after the trip? Was the applicant ever a hindrance to the group or work site?
7. Did the applicant participate in daily reflections and do you think he/she would be able to successfully create and facilitate reflections?

Overall, how would you rate the applicant? Please feel free to explain your selection if necessary.

1. Highly recommend
2. Recommend
3. Recommend with reservations
4. Do not recommend

The deadline for this information is Friday April 4, 2008 by 5pm. Please return your letter of recommendation to:

Nancy A. Lee
Villanova Campus Ministry
800 Lancaster Avenue
Villanova, PA 19085
Nancy.a.lee@villanova.edu
Phone: 610-519-4084
Fax: 610-519-6020

Thank you,
Nancy A. Lee