

# Youth Staff Instructions

Each year, our conference youth staff, known as the Willow Tree Teen Leaders or WTTLs, make the job look easy ... but that's because they work hard in preparation. WTTLs commit to 30 hours of training (over 5 days), they live what they learn, and they practice ... practice ... practice!

## Dear Potential Youth Staff (or WTTL) Member:

The success of WTTI depends on the enthusiasm & talents of it's Volunteer Youth Staff.

To be eligible, you must be a WTTI graduate who:

- (1) is alcohol, tobacco & drug free ... and a kind human being;
- (2) is a graduating eighth grader or older;
- (3) has served as a prevention advocate in your school or community.

Review the following criteria and if what follows below describes you or with training, the person you think you can be, please apply to be a WTTL.

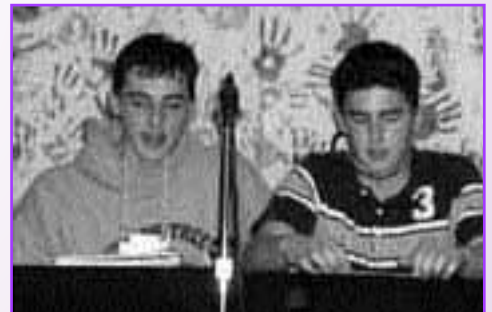
The targeted tuition for WTTLs is \$150 per person. We will work as a team to raise tuition for the group — so please don't allow money concerns to stop you from applying.

Sincerely,

♡ The Staff of Willow Tree

## If you think you want to be a WTTL ...

1. It's important that you be actively involved in Alcohol, Tobacco, Drug & Violence Prevention work in some way.
2. It's also important — in addition to being totally alcohol, tobacco and drug free - that you are KIND to others. (No put-downs or teasing, etc.)
3. WTTLs follow directions. Be sure to fill out the WTTL application, following the instructions exactly, and then mail it so it is received on time. Not following directions (like forgetting to attach a photograph of yourself) could end up making the difference between who is and who is not accepted — So don't let that happen!
4. If you've done all of the above, you will be invited to attend a group interview on **Sunday, June 5th** in Morris County (site to be determined). **New Applicants:** 2-4 pm; **Returning WTTL hopefuls:** 4:30 - 6:30 pm. This is mandatory - no exceptions.
5. If accepted, you will need to attend a series of mandatory training sessions. If you miss any sessions, you will become ineligible to be a WTTL, so it's important that you clear your calendar to attend these sessions. The training dates are as follows: **September 11 & 25, October 9 & 23, and November 6 from 1 - 7 pm.**
6. Know that from now on, it's mandatory for WTTLs to attend all WTTI activities (ie: Willow Palooza — 1/21/06 & snow date 1/28/06, Saturday with Sandy 3/4/06, Reunion 5/16/05 & 5/15/06). Becoming a WTTL is a year-round position.



If you successfully complete all training dates, you will become a WTTL.

*But what does that really mean?*

To successfully complete all of the trainings, you must do more than attend all of the training dates. You must live the skills taught - which means that you ... 1. Follow the rules of being a WTTL; 2. Practice not teasing or putting others down; 3. Reach out to others (even if you're shy); 4. Come prepared to training sessions; 5. Arrive on time; 6. Practice & become proficient at public speaking skills; etc.

**Good Luck !**

# Youth Staff Application

## For Office Use

Date Rec'd.: \_\_\_\_\_

Photo attached: \_\_\_\_\_

**Attach a current  
Wallet Size Photo  
of yourself to application.**

*These will be used for the staff photo board.*

## For Office Use

Reference attached: \_\_\_\_\_

Interview Rating: \_\_\_\_\_

.....  
Name \_\_\_\_\_

Address \_\_\_\_\_

street

city

State

zip code

county

Phone (     ) \_\_\_\_\_

E-mail address: \_\_\_\_\_

Age: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Sex: M - F

Grade *Next* School Year: \_\_\_\_\_

School you're from: \_\_\_\_\_

Advisor's Name: \_\_\_\_\_

Advisor's School Phone No.: (     ) \_\_\_\_\_

Advisor's Summer Phone: (     ) \_\_\_\_\_

(Circle one)

I am a:

(1) New WTTL Applicant

(2) A Returning WTTL Hopeful

**Reference:** (An adult not related to you who has knowledge of your leadership - or potential leadership - abilities)

*I am attaching a letter of recommendation from the following person:*

Name of Reference: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Ref. Home Phone (     ) \_\_\_\_\_

Ref. Work Phone (     ) \_\_\_\_\_

*Attach a separate sheet of paper to this application responding to the following. Please type!*

### New Applicants:

1. What do you think a WTTL does? What qualities do you think we're looking for in our WTTLs? In what ways are you like — or not like — these qualities? Why do you want to be a WTTL?
2. How do you feel about teens drinking alcohol? Smoking cigarettes? Being bullies? What responsibility do you hold when you observe teens drinking? Smoking? Bullying?
3. Tell us about your friends: What do they value? What are they into? Do any of them drink, smoke or put others down? How do you feel about this? Why?

### Returning Applicants:

1. What qualities do you think we're looking for in our returning WTTLs? In what ways are you like this? In what ways do you need to improve?
2. If some WTTLs leave their cabins after lights out to socialize in the dining hall, would this be okay? How could we deal with your need to socialize while at WTTI?
3. Willow Tree expects you be WTTLs (following Willow Tree values) not only at camp, but in your everyday actions throughout the year as well. How do you feel about this? We need WTTLs to help at our fundraisers. Are you available?

## 2 Questions for Everyone!

4. The 2005 conference will run from Nov. 10 - 13th. Are you available for the entire conference?
5. Will you commit to attend the following? The INTERVIEW on 6/5/05; TRAINING on Sept. 11 & 25, Oct. 9 & 23, & Nov. 6 from 1-7 pm; Arrive at camp by 5 pm or earlier on Wed. 11/9/05; Attend The Willow Palooza on 1/21/06 with a snow date on 1/28/06; Saturday with Sandy on 3/4/06; The Reunion this year & next: 5/16/05 & 5/15/06.

Return (1) this application sheet, (2) your answers to the above questions, (3) a photo & (4) your letter of reference to Willow Tree Inc., 415 Speedwell Ave., Morris Plains, NJ 07950, to be received no later than **May 16th (Reunion Date)**.