

# Overland Leader Application 2008

Thanks for your interest in working for Overland. Please fill out the information below and answer the questions on the following pages. Submit your application to Jonathan Igoe, Overland, P.O. Box 31, Williamstown, MA 01267.

**Applicant's Information** (please print clearly)

<b>Full Legal Name:</b>	
<b>Preferred First Name:</b>	<b>Sex:</b> <input type="checkbox"/> M <input type="checkbox"/> F
<b>Date of Birth (month/day/year):</b>	<b>Age in June 2008 (years/months):</b>
<b>Social Security #:</b>	<b>email:</b>
<b>College, Major &amp; Year of Graduation:</b>	
<b>Current Address:</b>	
<b>Current Phone:</b>	<b>Cell Phone:</b>
<b>Home (or Permanent) Address:</b>	
<b>Home (or Permanent) Phone:</b>	
<b>High School, City &amp; State:</b>	
<b>Are you an Overland alumni?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...Trip/Year/Leaders:	
<b>Are any of your siblings/relatives Overland alumni?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...Name/Year:	
<b>Have any of your friends/relatives been Overland leaders?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...Name/Year:	
<b>Have you ever applied to work for Overland?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...When? If we have your application on file, you do not need to complete the entire application again. Please contact <a href="mailto:jonathan@overlandsummers.com">jonathan@overlandsummers.com</a> for more information.	
<b>Do you have any plans (e.g. studying abroad) that would prohibit an in-person interview in February?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...Please explain. <i>Note that in-person interviews are essential. Please see the note about interviews at the end of this application.</i>	
<b>Do you have any prior engagements from Thursday, June 12, 2008 to Monday, August 4, 2008?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...What and when?	
<b>Do you speak French, Spanish or another language?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes...Please rate your fluency below. <b>Language:</b> (beginner) 1   2   3   4   5   6   7   8   9   10 (native fluency) <b>Language:</b> (beginner) 1   2   3   4   5   6   7   8   9   10 (native fluency)	
<b>I am most interested in applying for the following position(s):</b> Please mark any/all positions of interest. <input type="checkbox"/> <b>Service</b> <input type="checkbox"/> <b>Language</b> <input type="checkbox"/> French and/or <input type="checkbox"/> Spanish <input type="checkbox"/> <b>Outdoors/Writing</b> <input type="checkbox"/> Biking and/or <input type="checkbox"/> Hiking <input type="checkbox"/> <b>Support</b> (see job description at the end of this application)	

***All Applicants Should Answer The Following Questions:***

- 1) How did you hear about Overland?
- 2) Describe your primary motivation to work for Overland this summer. What do you hope to gain from this experience?
- 3) Please tell us about your family (where you grew up, parents, siblings, etc.). If you have graduated from college, please explain how you have spent your time since graduation.
- 4) Tell us about your experiences working with children and/or young adults.
- 5) List leadership positions you have held in high school or college (team captain, organization president, etc.). For each, describe your responsibilities.
- 6) Have you ever been in a position of shared leadership? How would you describe the dynamic between you and your co-leader(s)? What did you learn from leading with someone else?
- 7) Describe a major challenge that you have faced. What did you gain from this experience?
- 8) Please answer the following questions relating to the position(s) you are applying for:
  - a) **Outdoors, Writing & Support (hiking and biking are significant components of our writing program)**
    - i) Describe your outdoor experience in the backcountry: List backpacking trips you have led or on which you have participated (include location, routes, days, and if you went with an organization). List backcountry skills you would be comfortable teaching to young adults.
    - ii) Describe your experience bike touring. List bike-touring trips you have led or on which you have participated (include location, routes, days, and if you went with an organization). Describe your experience with bike maintenance and your ability to fix common bike problems.
    - iii) Describe any other experience you have leading young adults in an outdoor setting that you think is relevant to Overland.
  - b) **Service Leader:** Describe your community service experience (in high school, college and/or beyond). Include brief descriptions of projects including duration and level of your involvement. Be sure to indicate if you have planned, led or co-led a service project.
  - c) **Language Study Abroad Leader:** Describe your language experience including the number of years you have studied the language. If you have lived abroad in a French or Spanish speaking country, explain the type of program you attended and your housing situation(s). If you have any experience teaching a language, include length and level of program, age of students and teaching responsibilities.
- 9) Please provide a copy of your resume and a recent photo of yourself.
- 10) Please list your certifications and expiration dates: CPR, lifeguarding, First Aid, Wilderness First Aid, Wilderness First Responder, EMT, etc. Enclose copies of any certifications that are current through the end of the 2008 summer and describe planned (before summer) certifications. (Language and Service leaders must have CPR, Basic First Aid and lifeguard training by June 12. All other leaders and support must have CPR, Wilderness First Aid (or a more extensive wilderness course) and lifeguard training by June 12. Applicants who are not certified are encouraged to apply as these courses are available throughout the country in the winter and spring. Overland offers a lifeguard training course in June at no charge to our staff.)
- 11) Please list the following information from your driver's license: name as it appears on your license, address on your license, driver's license state, number, expiration date, height, weight, eye color and hair color. Also please include a photocopy of your driver's license and a list of tickets for all moving violations and accidents in the past five years. **Candidates offered a position with Overland will be required to submit an official driving record in the spring.**
- 12) Please answer each of the questions below.
  - a) Have you ever been convicted of a felony or misdemeanor? If so, describe.
  - b) Have you ever been under treatment for drug or alcohol related problems? If so, please describe.
  - c) Do you suffer from any allergic reactions? Do you have any dietary restrictions? If so, please describe.
  - d) Are you currently taking medication? Will you have medications with you this summer? If so, please describe.
  - e) Do you have a history of, or are you currently experiencing, chronic illness or injury, asthma, sleeping or eating disorders? If so, please describe.
  - f) Is there any other information about your physical or mental health that might have some bearing on your summer with Overland? If so, please describe.

***We require 3 recommendations within 2 weeks of receiving your application. Peer references or letters from family members are not acceptable. The recommendation form is available on our website.***

## ***Please Read & Sign Below***

One of our goals in hiring staff is to make sure that your expectations are accurate. Working for Overland is fun, worthwhile and rewarding; it is also very challenging and demanding. Please read the statement below that summarizes briefly what you should expect from an Overland summer. Then sign and date this application.

*I am eager to work for Overland and look forward to working hard to make the summer a great success for Overland students, other leaders and myself. I understand that an Overland summer is a demanding one: during leader training I will participate wholeheartedly and enthusiastically, and while out in the field I will be prepared to shoulder the responsibility of ensuring Overland students' safety and well-being. I understand that an Overland summer allows for little free time and even less privacy, and that I will have to lead not only by example but also actively. I understand that tobacco, alcohol and illegal drugs are prohibited during my summer with Overland. I understand that for many of Overland's students this will be their first hiking, biking, service or language program. Finally, I am realistic about how demanding an Overland summer can be; despite the rigors of the job, I am enthusiastic about this opportunity and I look forward to working for Overland.*

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Name

Date

### ***Application checklist***

- Signed application
- Enclosed current resume
- Enclosed a recent photo of yourself
- Enclosed a photocopy of your driver's license
- Enclosed copies of certifications current through August 2008.
- Completed application addressed to Overland, 63 Spring St./P.O. Box 31, Williamstown, MA 01267

### ***Please Keep In Mind These Dates:***

Friday, November 30	First Leader Application Deadline
Friday, February 1	Second Leader Application Deadline
January / February	Finalist Interviews
Early-Mid March	Hiring Notification Begins
Friday, March 23	Spring Leader Application Deadline
Early to Mid June	Lifeguard Training In Williamstown
Early to Mid June	Leader Training For All Staff Starts In Williamstown
Monday, August 4	All Leaders Finish In Williamstown

### ***Interviews for Finalists***

On-campus interviews will be arranged in late January and February at Bowdoin, Carleton, Colorado College, CU-Boulder, Davidson, Duke, Kenyon, Washington U., Pomona, Stanford, Tufts, Wesleyan and Williams (please see our website for details). Other finalists will be invited to interview in Williamstown, Massachusetts in early February. If you will not be able to make it to one of these interview locations (because you are studying abroad, for example), apply by November 30, 2007. Indicate where and when you would be available to interview. In January, Overland directors travel to many cities across the country and we may be able to organize and interview for applicants who appear to be outstanding candidates.

### ***Job Description for Support Staff***

Many of our most successful leaders begin as support staff. Support staff live together in a house in Williamstown during the summer. Job responsibilities include equipment management, driving vans in New England, assisting at trip start and trip end and working in the office. Anyone hired for support should be prepared to step in and lead a trip.

**Overland, 63 Spring St/PO Box 31, Williamstown, MA 01267, (800) 458-0588**

Please direct questions to [jonathan@overlandsummers.com](mailto:jonathan@overlandsummers.com).

[www.overlandsummers.com](http://www.overlandsummers.com)