



**Mayor Thomas M. Menino
BOSTON YOUTH FUND
2008 - 2009
AFTER-SCHOOL EMPLOYMENT PROGRAM
STUDENT APPLICATION**

All Boston Youth Fund (BYF) Applicants Must Be (1) 15 Years Old (before 10/27/08), (2) a Resident of the City of Boston, and (3) a Currently Enrolled High School Student. Please Make Sure to Complete Application with Clear and Legible Penmanship (Please Print).

Section 1: Personal Information

_____ LAST NAME	_____ FIRST NAME	_____ MIDDLE NAME
_____-_____-_____ SOCIAL SECURITY #	_____/_____/_____ BIRTHDAY (MM/DD/YYYY)	_____ AGE _____ GENDER
_____ STREET ADDRESS	_____ NEIGHBORHOOD	_____ ZIP CODE
(____)-____-_____ HOME PHONE	(____)-____-_____ CELL PHONE	_____ EMAIL ADDRESS

Section 2: School Information

_____ NAME OF SCHOOL	_____ CITY/TOWN, STATE	_____ GRADE
ARE YOU A BOSTON PUBLIC SCHOOL STUDENT?	YES	NO
ARE YOU A METCO PROGRAM STUDENT?	YES	NO

Section 3: Emergency Contact Information

NAME OF A PARENT OR GUARDIAN:

_____ LAST NAME	_____ FIRST NAME	_____ RELATIONSHIP
CONTACT INFORMATION FOR PERSON TO CALL IN CASE OF EMERGENCY:		
_____ LAST NAME	_____ FIRST NAME	_____ RELATIONSHIP
(____)-____-_____ HOME PHONE	(____)-____-_____ CELL PHONE	

Section 4: Employment Information

HAVE YOU WORKED THROUGH BYF BEFORE?	YES	NO
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IF YES:

WHAT WERE THE DATES YOU WERE EMPLOYED? _____ TO _____

AT WHICH ORGANIZATION DID YOU WORK? _____

HOW DID YOU FIND OUT ABOUT THE BYF AFTER-SCHOOL PROGRAM?

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> ORGANIZATION | <input type="checkbox"/> SCHOOL |
| <input type="checkbox"/> ADVERTISEMENT/FLYER | <input type="checkbox"/> FRIEND |
| <input type="checkbox"/> BOSTON YOUTH ZONE WEBSITE | <input type="checkbox"/> OTHER: _____ |

Section 5: Additional Information

LIST ANY CHARACTERISTICS OF YOURSELF AND/OR INTERESTS YOU WOULD LIKE BYF TO CONSIDER WHEN FILLING POSITIONS.

LIST ANY TRAINING, CERTIFICATIONS, OR AWARDS; AND/OR ANY OTHER INFORMATION YOU WOULD LIKE BYF TO CONSIDER.

EXPLAIN WHY YOU ARE INTERESTED IN OBTAINING AN AFTER-SCHOOL POSITION?

****Please Note****

Any Individual Applying for a Position that will be Providing a Service to Anyone 18 Years or Younger, or the Elderly, will be Required to have both a Criminal and a Sexual Offender Background Check Conducted on Them.

****IMPORTANT – PLEASE READ BEFORE YOU SIGN!****

I understand and agree that all of the information on this application is true. Any false statements or information will be cause for the withdrawal of this application from the Boston Youth Fund After-School Program.

Student's Signature: _____ Date: _____

<u>For CBO Use Only</u>	<u>For BYF Use Only</u>		
Received By (Signature): _____	Hired: _____	Yes	No
Site Name: _____	Start Date: _____		
Date: _____	CORI/SORI Req: _____	Yes	No

2008 Boston Youth Fund Youth Job Duties and Description Form

TEEN PRODUCTION ASSISTANTS FOR BNN IN FOCUS YOUTH MEDIA AFTER SCHOOL PROGRAM

In the **BNN In Focus Youth Media Fall Program**, Boston teens will receive training and get experience in television production, including studio production, digital field production and multimedia. They will assist with the production of programs for cablecast on Boston Neighborhood Network channels. They will also explore the role of media in their lives and how to use media to make a difference in their communities. The program will run from 3:30-7pm, October 27– May 22, at BNN and at the Charles J. Beard II Media Center. Participants will be selected through an application process and paid through the Boston Youth Fund.

RESPONSIBILITIES

- Learn television production, including studio production, digital field production and multimedia.
- Help produce television shows that will focus on positive youth activities and issues of importance to teens and their communities.
- Assist with the development and production of media projects relating to the Program, including studio shows, short documentaries and public service announcements.
- Examine the role of media in society and help to create more positive messages for youth.
- Help maintain the computer lab, field equipment, studio and other resources used during the Program.
- Other duties may be assigned, including research, outreach and networking.

QUALIFICATIONS

- Basic computer skills and experience, MacIntosh a plus
- Strong interest in one or more of the following methods of media creation: studio production, digital field production, non-linear editing; digital photography/imaging, other multimedia production. Prior media production training and experience a plus.
- Willingness to work cooperatively with others to research, plan and produce creative projects; reliability and professionalism; commitment to community service; and excellent people skills.
- Must be Boston residents' aged 15-17.
- Strong writing skills.

Skills (Career, Educational, Life) Obtained by this Position:

- Digital Field Producing and Production.
- Television Studio Producing and Production.
- Non-Linear Editing.
- Media Graphics, and other multimedia applications.
- Understanding media.
- Project research and planning.
- Teamwork.

Additional Benefits Related to this Position:

Those who successfully complete the Program will be provided with free BNN membership and access to BNN production resources and cable channels for a year. You will have the opportunity to continue working on your skills and your own projects during BNN's regular staff-supported open-access hours, both during the summer program (Mon—Fri until 9pm) and throughout the year.

Location Where Employee Will Be Working: BNN and at the Charles J. Beard II Media Center.

Address: 3025 Washington St., Egleston Square Roxbury, MA 02119.

BNN In-Focus Youth Media Production Assistant Application

Instructions: Please tell us about yourself. Complete and submit this sheet to BNN along with your completed Boston Youth Fund Application. (Feel free to use extra paper if you want.) You may email it to InFocus@bnntv.org or mail it to us C/O In-Focus Applications

1. Have you had video production/computer training? If so, please describe some creative projects you have completed utilizing your media training? (100 words or more.)

2. Name two issues that are important to teens and are underrepresented in the media? Or what stories need to be told to make a positive difference in our communities? (50 words or more.)

3. Is the media field (Field Production, Television Studio Production, or Editing) a field you may want to consider pursuing after high school? If so, tell us what made you choose this field? (200 words or more.)

Your signature _____ Date _____