

SOS HIGH SCHOOL SUPPORT STAFF APPLICATION (FEMALE)

Dear Applicant,

Thank you for your interest in being on Support Staff at SOS! SOS is looking for 2 high school-age women to hire for the summer with a desire to work hard, make some money and have fun! SOS is a Christian home repair ministry that seeks to *empower persons and transform neighborhoods by utilizing volunteers to renovate homes of economically disadvantaged homeowners in Memphis, TN.* Nearly 1,400 high school/junior high students and their leaders will come to SOS to serve for 8 one-week mission trips to do home repairs. With the help of these volunteers, SOS hopes to work on 40 homes to make them warmer, safer and drier. However, in order to do this ministry we need summer staff, like Support Staff, to lead these groups as we do home repairs in Binghampton.

As a high school Support Staff, you will be paired with one college Support Staff each day of the summer. Your job will consist of:

- Morning Bible studies
- Helping with various tasks around the SOS Office including, but not limited to:
 - Organizing office supplies and paperwork
 - Cleaning
 - Answering the phone
 - Helping coordinate our volunteers
- Setting tables for breakfast and dinner
- Getting to know the campers
- Having a positive attitude and having fun!
- *Doing whatever else may be asked of you, with a good attitude*

Each day you will need to be at SOS by 7:30 a.m. and will work until 4:30 p.m. Lunch will be provided for you daily. The salary is approximately \$250/week for eight weeks during the months of June and July (\$2,000 for the entire summer). You will work 5 days a week (Monday-Friday). You will begin work on **Monday, June 6, 2011** and your last day of work will be **Friday, July 29, 2011**. *You will also be required to attend an orientation meeting from 9:00 a.m. to noon on Tuesday, May 31st, 2011 (you will be paid for this time).* If you are interested in applying, please complete the following application along with the **Summer Staff Expectations sheet** and the **Confidential Reference Form** and mail or deliver it to SOS, attention: Drew Haltom.

If you have any questions or concerns please call me. Again, thank you for your interest in working at SOS!

Sincerely,

Philip Walkley, Executive Director
(901) 681-9044



SOS APPLICATION

HIGH SCHOOL SUPPORT STAFF

T-Shirt Size (Please Circle):

S M L XL XXL

Please mail or deliver your completed application to:
Service Over Self, 2505 Poplar Ave., Memphis, TN 38112

Please type or print clearly

Application Deadline: MARCH 31, 2011

PERSONAL INFORMATION

Name (Full Legal Name): _____
Permanent Address: _____ Phone: _____
City: _____ State: _____ Zip: _____
Date of Birth: _____ Email: _____

EDUCATION

High School: _____ Grade (9th, 10th, etc.): _____

FAMILY

Father's Name: _____ Age: _____ Occupation: _____
Mother's Name: _____ Age: _____ Occupation: _____

CHURCH MEMBERSHIP (not required for employment)

Church Name: _____ Phone: _____
Address: _____ City: _____ State: _____ Zip: _____

HOW DID YOU HEAR ABOUT SOS?

Friend Church Website Other: _____

EMPLOYMENT EXPERIENCE (State Most Recent First)

Employer: _____ Position Held: _____
Address: _____ City: _____ State: _____ Zip: _____
Supervisor's Name: _____ Phone: _____
Full or Part Time (Circle One) Reason for Leaving: _____

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Address: _____ City: _____ State: _____ Zip: _____
Supervisor's Name: _____ Phone: _____
Full or Part Time (Circle One) Reason for Leaving: _____



REFERENCES

You must have **1 person complete the attached "Confidential Reference Form"** (must be a pastor, teacher, employer or mentor)

HEALTH (Specify Any Disabilities or Health Factors That Need To Be Considered – i.e. Asthma, etc.)

DESCRIBE YOUR CURRENT USE OF... (Circle One)

Tobacco:	None	Mild	Moderate	Heavy
Alcohol:	None	Mild	Moderate	Lush

During SOS Employment, Tobacco And Alcohol Use Is Forbidden. Will You Be Able To Abide By This Policy?
(Y/N) _____

ESSAY (Please write a brief answer for the questions below)

- 1) Are you a Christian? Yes or No
- 2) Briefly describe what you think it means to be a Christian.

3) Why should SOS hire you?

Signed: _____ **Date:** _____





SERVICE OVER SELF
SUMMER STAFF EXPECTATIONS
(HIGH SCHOOL SUPPORT STAFF)

Expectations:

SOS is a home repair ministry that seeks to glorify God in everything we do. Because of this, if you are hired by SOS, you will be expected to do the following:

- Discuss this job with your parents, and receive their consent.
- Work from June 6, 2011 to July 29, 2011, and attend the orientation on Tuesday, May 31, from 9:00 a.m. – noon.
- Demonstrate integrity, loyalty, and honesty
- Never have been charged or convicted of an offense other than a traffic violation, especially those involving a minor such as child abuse or assault. (If so, please call the director.)
- Not be involved in physical, intimate relationships with other staff members.
- Not be involved with alcohol, drugs, tobacco, pornography, or sexual immorality as long as you work at SOS
- Remain at SOS for the full term of your employment
- If SOS finds out that any of the above expectations have not been met, then the administration has the right to terminate your employment and you will only be paid for the time that you actually worked
- Be fired up for the greatest summer of your life!

I have read and understand what SOS expects of its High School Runners.

Applicant Signature

Date

Parent Signature

Date



