



Join in the Spirit of Living Culture
and Building Community!

Ifetayo Cultural Arts
629A East 35th Street, Suite #2
Brooklyn New York, 11203

Staff Application 200_____

Name _____ Sex: M F

Are you 18 years of age or older? Yes No

Address _____ City _____

State _____ Zip _____ E-mail _____

Current Phone _____ Work Phone _____ Cell Phone _____

Social Security Number _____ U.S. Citizen? Yes No If No, Type of Visa _____

Driver's License Number _____ State _____ Date Issued _____ Expires _____

Have you ever been convicted of any crime, including child abuse or sexual abuse related offenses?
Yes No

If yes, Please explain.

How did you hear about Ifetayo? What is your reason for choosing to apply to Ifetayo?

For which Ifetayo position are you applying as staff? _____

EDUCATION

Please list your highest levels of formal education and any formal coursework or training that is relevant to the staff position to which you are applying. (Attach resume if you have not already sent us a copy.)

SKILLS

Please list any personal achievements, languages you read, write or speak fluently, trainings, certificates, and/or licenses.



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EMPLOYMENT / REFERENCES

Please list your four most recent work experiences that most directly relate to the position/s for which you are applying. Please provide name and phone of supervisors' who can serve as references: **

<u>Organization</u>	<u>Title/ Responsibilities</u>	<u>Address</u>	<u>Dates started - Dates left</u>	<u>Supervisor's Name/Phone</u>	<u>Reason for Leaving</u>

**Please note: We also require three written letters of reference. Letters need to include a current employer and a current or former employer who has worked with you for six or more months.



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ADDITIONAL AND VOLUNTEER EXPERIENCE

Please list additional experience that you have working with people (mention ages and context).

<u>Agency</u>	<u>Address</u>	<u>Telephone</u>	<u>Supervisor</u>	<u>How long There</u>

PERSONAL ASSETS AND STYLE

Which of your personal assets do you think would be valuable to you as an Ifetayo staff member?

Briefly describe your leadership style/s:

Please describe how you would give feedback to a group of colleagues or supervisors in response to positive or negative situations.

What do you suppose would be your greatest difficulty at Ifetayo?



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CREATIVE PROGRAM IDEAS

Please describe an activity or project that you would like to design and carry out with a group of young people or families during the Ifetayo program.

Please list your best three activities and your background in those areas; please provide specific examples.

What does your preferred work environment look like?

Describe your experience working with children or a description of the role you would like to take at Ifetayo.

Please describe your experience with community development, African history and/or organizational development.

Do you feel you have a condition, impairment, physical, mental or medical which might limit your carrying out your responsibilities or that might interfere with your ability to perform essential functions of the job in which you applied? If yes, please explain below.



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**** In the following list, put a "1" next to the activities you can teach and organize; put a "2" next to those activities you can assist in teaching.**

Arts/ Crafts

Photography
Clothing Making
Jewelry (Silver)
Jewelry (bead)
Painting
Sewing on Machine
Tie-Dye

Leather Work
Pottery (Wheel)
Silk Screen
Candle Making
Weaving
Printing
Sketching

Sculpture
Kite Making
Stained Glass
Wood working
Mask Making
Nature Craft
Basketry

Dance

African Dance
Ballet
Modern
Hip Hop
Interpretive
Yoga
Jazz
Caribbean/Folk

Theatre

Clowning
Experimental
Improvisational
Mime
Play Directing
Skits and Stunts
Theater Games
Stage Combat

Musicals
Stage Lighting/Tech
Set Building
Shakespeare
Play Writing

Music

Guitar
Piano
Recording
Singing
Instrumental
Song Leading
Keyboard
Drums

Awareness Activities

Conflict Resolution
Diversity
Environmental Studies
Group Initiatives
Leadership Training
Peace Studies
World Issues
Community Service
African History

Communications

Computer graphics
Computer programming
Creative Writing
Poetry
ESL
Foreign Language
Publishing

By submitting this application, the applicant hereby guarantees that the information given via this application is true and is submitted by the applicant. If hired, the applicant may be subject to a background check and if a background check is performed or during employment it is revealed that the applicant supplied false information, employment may be terminated at once.

I certify that all the information I have indicated is true to the best of my knowledge.

Signature

Date

To submit your application:

- 1. Fill out the form completely and save the form to your computer.**
- 2. To upload your application copy and paste the link into your browser:
<http://www.ifetayo.org/careers/applicants/>**

Ifetayo Administrative Office
629 A East 35th Street, Suite #2
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