



NAPERVILLE OPERATION SNOWBALL STAFF APPLICATION PACKET

Thank you for your interest in being on staff for the upcoming Snowball events. The Spring 2012 events are scheduled for April 13th, 14th, & 15th and May 11th, 12th, & 13th. It will be an exciting, memorable, and fun opportunity to make a difference in the lives of the participants who will be attending. Please read through this information packet in order to understand the responsibilities, time commitment, and expectations involved in being a staff member.

Requirements For Staff:

- Must have attended at least one Snowball event
- Must be able to attend weekly training meetings (See attached schedule)
- Must be living an alcohol, tobacco, and other drugs-free lifestyle
- Must be able to serve as a positive role model representing the Snowball program in school, at the event, and outside of school at all times.
- Must be able to attend the entire event.
- Must be willing to be cell-phone free at the event

To Apply: Applications are due by Friday, January 20th and can be turned in at the planning meetings scheduled for January 11th and 18th, or by mailing to:

Spike Grosshuesch
1329 Garden Ct.
Batavia, Illinois 60510

or

Barb Reh
360 Youth Services
1305 W. Oswego Rd.
Naperville, Illinois 60540

- Sign up for an interview at the Jan 11th or 18th planning meetings, or contact Barb at work (630.961-2992 x 226) or on her cell (630.430-9664) to schedule one. Interviews will be scheduled for Monday, January 23rd and Tuesday, January 24th and will be about 15 minutes in length and will be held at 360 Youth Services, 1305 W. Oswego Rd., Naperville, IL 60540.
- Any questions, feel free to call Barb.

Operation Snowball primarily targets substance abuse, and it is required that all teen directors and staff be substance free since the last Snowball event. Adult staff members agree to act as positive role models regarding substances and refrain from behaviors that would put the reputation of Naperville Operation Snowball in jeopardy. Your application and personal interview are based on these criteria, as well as the following leadership qualities. Please keep them in mind as you complete your application, as your responses should reflect these traits.

- Drug, alcohol, and tobacco free since the last Snowball event
- Demonstrates leadership
- Experience and comfort in working with peers
- Dependability / responsibility
- Maturity
- Sense of humor
- Non-judgmental
- Non-prejudiced
- Responsive to others
- Positive role model
- Good decision making skills
- Enthusiastic about working with a team of teens and adults
- Enjoys working with people

Thank you for applying to be on staff for the next Snowball. We need you, your talents, enthusiasm, and assistance. In exchange, you will have fun planning this event and will have the satisfaction of knowing you made a direct contribution to the positive (and sometimes life-changing) effect it will have.

STAFF TRAINING MEETINGS
"KEEP YOUR HEAD UP" SPRING 2012

Attendance is expected at staff trainings in order to be well-prepared for a successful event. Training meetings are from 7 'til 9p.m. and are held at the Neuqua Valley Gold Campus, Room H128, unless otherwise noted. Teen staff is expected to arrive by 6:30 and stay 'til 9:30 for skit rehearsals before and after the training meetings. Rehearsals are extremely important in order to feel confident and well prepared for the weekend.

February 8th Staff expectations and event overview (1st Training Session)

February 15^h Meet your co-facilitator (2nd Training Session)

February 17th Teen staff get-together (Sleepover Optional)

February 22nd The "Art of Snowball" (3rd Training Session)

February 29th Teen staff only - Work on teen staff large group

March 1st Adult staff only - Work on adult "stuff"

March 3rd Staff Development Day

March 7th Small Group Facilitation Skills (4th Training Session)

March 14th Advanced Group Facilitation Skills (5th Training Session)
(6:30-9)

March 21st Wrap Up & Closing Ceremonies

April 2nd Small Group Selection for 1st Weekend ("Pick Nite")
7 – 9:30@ NVHS Small Forum

April 4th Teens only skit rehearsal (Weekend 1 Event Staff Only)

April 11th Optional trip to CHH to set up for 1st event
3:30 - meet at Rt. 59 Wendy's
4:00 - buses leave promptly for camp
9:30 - estimated return arrival time

April 13th, 14th, & 15th First Event!

April 23rd Small Group Selection for 2nd Weekend ("Pick Nite")
7 – 9:30 @ NVHS Small Forum

May 2nd Teens only skit rehearsal

May 9th Optional trip to CHH to set up for 2nd event
3:30 - meet at Rt. 59 Wendy's
4:00 - buses leave promptly for camp
9:30 - estimated return arrival time

May 11th, 12th, & 13th Second Event!

May 22nd Eval meeting



NAPERVILLE OPERATION SNOWBALL STAFF JOB DESCRIPTION

General Job Description:

The staff will work with the teen and adult directors to provide the leadership necessary to plan, facilitate, and evaluate the Snowball event.

Specific Job Responsibilities:

1. All teens are committed to living an alcohol, tobacco, and drug-free lifestyle. All adult staff members agree that they will act in harmony with their involvement as role models in a drug and alcohol abuse prevention program. All staff will refrain from the use of all illegal /illicit drugs.
2. To communicate through words and actions the values important to our “Community of Caring,” i.e., respect, listening, kindness, honesty, etc., while carrying out event responsibilities and representing the Naperville Snow Chapter in the community.

As a staff member, there are a number of duties you will be asked to:

1. Attend all training sessions
2. Promote the event and encourage friends to attend
3. Plan and prepare for your small group
4. You and your co-facilitator (“co-fo”) will facilitate a “small group” of participants at the event.
5. Volunteer to coordinate a workshop
6. Help where needed at registration & opening games (play the games!)
7. Reach out to participants at the event, welcoming them, including them, etc. (especially first-timers!)
8. Be watchful of participants at the event needing special attention
9. Be a positive role model ☺ (Cheerful, smiley, etc.)
10. Inform adult directors of any situations needing attention
11. Attend the evaluation meeting after the event
12. Have fun!!



**NAPERVILLE OPERATION SNOWBALL
STAFF APPLICATION FORM**

Applicant's Name: _____

School: _____

Address: _____

Grade: _____

Street _____ / _____ / _____
City _____ State _____ Zip _____

Cell #: _____

E-Mail: _____

Are you able to staff both weekends? ____ yes ____ no

If not, which weekend are you NOT able to staff? _____ 1st _____ 2nd

Have you ever staffed a Snowball event: ____ yes ____ no

If yes, how many times? _____

Have you attended the Snowstorm leadership training? ____ yes ____ no

Have you ever staffed or directed a Snowflurry? ____ yes ____ no

Have you ever been a teen leader for Snowstorm? ____ yes ____ no

In order to become more familiar with the qualities and talents you would bring to this program, we ask that you take a few minutes to answer the following questions. Feel free to use the back side, if needed.

1. In what areas have you taken a leadership role among teens?

2. In what group experiences have you participated?

3. What strengths do you have as a role model?

4. What weaknesses do you have as a role model?

5. State your position about substance use / abuse. How is your position viewed by others in your school and community?

6. What personal experiences have you had relating to substance abuse (i.e.: self, friends, family, etc.)?

7. In what way(s) has Snowball affected you personally?

Personal Statement: Please explain why you wish to apply for staff FOR THIS EVENT. Also – feel free to add any further information you feel would be important in completing this application.

Interview process: Interviews are led by the teen and adult directors. Some of the questions we may ask you might deal with problems that might occur during small group, your ideas for improving staff, your extracurricular involvement, etc. Good luck, and we look forward to your interview.

Please Return This Application By January 20th To:

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