

2011 PRE-SEASON CURRICULUM ADVISOR APPLICATION

PERSONAL INFORMATION

_____ First Name	_____ Middle Name	_____ Last Name	_____ Email Address	
_____ Home Address (line 1)			_____ Primary Phone Number	_____ Phone Type (cell, home, etc.)
_____ Home Address (line 2)			_____ Alternate Phone Number	_____ Phone Type (cell, home, etc.)
_____ City	_____ State	_____ Zip/Postal Code		

Please list your educational background (undergraduate and graduate):

_____ College or University	_____ Dates	_____ Concentration(s)	_____ Degree
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Have you applied to/worked at Exploration before? Yes No _____
Indicate Program, Position, and Years

Are you legally authorized to work in the United States? Yes No

How did you hear about this position? _____

TEACHING REFERENCES

Please list teaching positions. In addition, please list a contact reference at each school. Exploration will contact your references for an assessment of your working experience. Please give up-to-date phone numbers and email addresses.

_____ School	_____ Position Held	_____ Grades	_____ Dates Employed
_____ Supervisor Name + Title		_____ Current Phone #	_____ Current Email
_____ School	_____ Position Held	_____ Grades	_____ Dates Employed
_____ Supervisor Name + Title		_____ Current Phone #	_____ Current Email
_____ School	_____ Position Held	_____ Grades	_____ Dates Employed
_____ Supervisor Name + Title		_____ Current Phone #	_____ Current Email

OPTIONAL — Please list any additional professional references (mentors, colleagues, colleagues you have mentored) that can speak to your skills as a potential curriculum advisor. Please give up-to-date phone numbers and email addresses.

_____ Contact Name + Title	_____ Current Phone #	_____ Current Email
_____ Describe Your Relationship to Reference		
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_____ Describe Your Relationship to Reference		

POSITION INFORMATION

I am interested in advising instructors on curriculum design for the following Exploration Programs: *(you may select more than one)*

- Junior Program *(curriculum for students entering grades 4+5, 6+7)*
- Intermediate Program *(curriculum for students entering grades 8+9)*
- Senior Program *(curriculum for students entering grades 10-12)*

Please indicate the academic fields in which you are interested in advising:

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|--|--|--|---|
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> Painting | <input type="checkbox"/> Acting/Directing | <input type="checkbox"/> History |
| <input type="checkbox"/> Physics | <input type="checkbox"/> Drawing | <input type="checkbox"/> Performance Art | <input type="checkbox"/> Business Management |
| <input type="checkbox"/> Life Science | <input type="checkbox"/> Sculpture | <input type="checkbox"/> Improv | <input type="checkbox"/> Marketing |
| <input type="checkbox"/> Anatomy | <input type="checkbox"/> Arts + Crafts | <input type="checkbox"/> Public Speaking/Debate | <input type="checkbox"/> Music Business |
| <input type="checkbox"/> Genetics | <input type="checkbox"/> Woodworking | <input type="checkbox"/> Dance | <input type="checkbox"/> Economics |
| <input type="checkbox"/> Psychology | <input type="checkbox"/> Furniture Design | <input type="checkbox"/> Game Design | <input type="checkbox"/> Law |
| <input type="checkbox"/> Forensics | <input type="checkbox"/> Architecture | <input type="checkbox"/> Literature/Writing | <input type="checkbox"/> Mock Trial |
| <input type="checkbox"/> Math | <input type="checkbox"/> Interior Design | <input type="checkbox"/> ESOL | <input type="checkbox"/> Politics/World Affairs |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Jewelry Design | <input type="checkbox"/> ASL | <input type="checkbox"/> Urban Studies |
| <input type="checkbox"/> Sustainability | <input type="checkbox"/> Costume Design | <input type="checkbox"/> Journalism | <input type="checkbox"/> Criminal Justice |
| <input type="checkbox"/> Aerodynamics/Aerospace | <input type="checkbox"/> Fashion Design | <input type="checkbox"/> Broadcast Journalism | <input type="checkbox"/> Religious Studies |
| <input type="checkbox"/> Robotics | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Circus Skills | <input type="checkbox"/> Film Studies |
| <input type="checkbox"/> Electronics | <input type="checkbox"/> Darkroom Photography | <input type="checkbox"/> Magic | <input type="checkbox"/> Pop Culture |
| <input type="checkbox"/> Computer Programming | <input type="checkbox"/> Digital Photography | <input type="checkbox"/> Chess | <input type="checkbox"/> Japanese Culture |
| <input type="checkbox"/> Cooking | <input type="checkbox"/> Animation | <input type="checkbox"/> Archery | <input type="checkbox"/> Biomedical Ethics |
| <input type="checkbox"/> Martial Arts | <input type="checkbox"/> Video Production | <input type="checkbox"/> Yoga | <input type="checkbox"/> Medical Careers |
| <input type="checkbox"/> Orienteering/Navigation | <input type="checkbox"/> DJ-ing +Digital Music | <input type="checkbox"/> Cheerleading | |
| <input type="checkbox"/> Wilderness Survival | <input type="checkbox"/> A Capella | <input type="checkbox"/> Exercise/Health/Nutrition | |
| <input type="checkbox"/> Sailing/Canoeing/Kayaking | <input type="checkbox"/> General Music | <input type="checkbox"/> First Aid/Rescue | |
| <input type="checkbox"/> Swimming | <input type="checkbox"/> Foreign Languages | | |
| <input type="checkbox"/> Athletics | | | |
- Indicate Languages
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- Indicate Sports (Basketball, Volleyball, Fencing, Ultimate Frisbee, Luge, etc.)

Pre-season curriculum advising takes place between January and June. We coordinate an advising schedule with our Pre-Season Curriculum Advisors (PCAs), such that the advising process for a single course or workshop/mini-course is completed in a three-week period. A full course usually takes approximately 15 hours to advise; a workshop/mini-course usually takes approximately 7 hours to advise.

Number of courses/workshops/mini-courses I am interested in advising: 1-2 3-4 5-6

In addition to hiring PCAs, Exploration also hires several summer Curriculum Advisors (CAs) who live and work on the campuses of our Programs (Senior Program at Yale University, Intermediate Program at Wellesley College, or Junior Program at St. Mark's School). Summer Curriculum Advisors help coach new teachers in the development of their teaching skills through formal observations, oral and written feedback, goal setting, reflection, and one-on-one problem-solving sessions. For more information see our faculty hiring website: <http://hiring.explo.org/ca.html>

I would like more information about on-campus curriculum advising during the summer: Yes No

PERSONAL EXPERIENCES

1. In the space below, please describe your experience with planning a curriculum either for your own class or with and for others. (2500 character limit)

2. In the space below, please describe a time when you either were mentored or when you mentored another person and how that experience may inform your work at Explo as a PCA. (2500 character limit)

3. In the space below, please describe any additional experience, training, qualifications, or skills which we should know about that make you especially suited for working as a PCA. (2500 character limit)

Once you have completed the application, please save the PDF file and email it to pca_applications@explo.org. You will receive a confirmation email from Exploration once your application has been received. If you have questions about the PCA application process, please contact Barb Trainor, Director of Curriculum, at 781.762.7400 or btrainor@explo.org

Please note: By submitting your application to Exploration, you certify that all of the information provided with this application is true and complete. You understand that false or misleading statements on this application, online or in print, shall be grounds for refusal to hire or immediate dismissal. Additionally, by submitting your application, you authorize Exploration Summer Programs, its employees, and those working on their behalf, to investigate any and all statements contained in this employment application. You further authorize the references, schools, and employees listed above to give Exploration Summer Programs, its employees, and those working on their behalf, any and all information concerning my education, previous employment, and any pertinent information they may have about me, personal or otherwise. You hereby release Exploration Summer Programs, its employees, and those working on their behalf, from all liability for any damage that may result from obtaining or using such information.

Exploration Summer Programs is an equal opportunity employer and does not discriminate because of race, color, religion, sex, sexual orientation, age, national origin, ancestry, marital status, disability, genetic information, veteran status, or any other class protected by law. It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.