

First of all, thank you for applying to lead this experience for your peers. As you begin the application, think about what will be different during your second time in Chicago, and what it will be like to accompany others on their first trip.

As a leader you will help with the preparations for the trip, both logistically and with any reflection and formation we do with the participants. We ask that you are able to both prepare for and attend meetings. We also ask that you facilitate the post-trip meeting and any efforts that the group does as part of bringing the trip back to Villa. Remember that the trip is March 20-22, 2019. You are responsible for making up any class work you miss and to communicate your trip attendance with teachers, coaches, etc. The chaperones for this experience will be Mr. Kardish and Ms. Brooks. You will work with them during the preparation meetings! The leader cost of this trip will be **\$500**.

### **Chicago Leader Role Description**

Responsibilities

#### **Before the trip:**

- Model the pillars of Mission and Ministry: Faith, Community and Service
- Plan and assist in leading the pre-trip meetings with Mission and Ministry staff.
  - Meet with Ministry staff to plan out the topics, prayers, activities, community building
  - Create agendas and send to ministry staff ahead of time
  - Communicate meeting dates and reminders to student participants
  - Assign students to prepare prayers for the trip
- Start a group chat with participants to answer questions, keep them engaged, etc.
- Create the packing list for participants

#### **On the trip:**

- Model the pillars of Mission and Ministry: Faith, Community and Service
- Keep the group engaged and help them transition between activities
- Keep the participants informed about what agenda items are up next so they are ready and on time
- Make sure everyone feels included in order to build community
- Serve as the student representative at service sites – asking questions, keeping the group engaged, asking if help is needed, etc.
- Coordinate meal prep and chore schedule/rotation
- Assist with facilitating evening reflections
- Share photos after the experience and plan a follow-up event for the group – on or off campus!

Please submit your application, typed to Mrs. McCarthy by December 7, at 3pm. Please include your name, email, phone number, and lunch.

What was your experience in Chicago like? Please consider talking about these things: faith, community, solidarity, and social justice. Limit yourself to about 250 words.

Why do you want to lead your peers on a trip to Chicago?

What was your takeaway from Chicago? How did the experience affect you? How do you live that out still?

What do you wish people in our community knew about our Sisters?

Are you able to make the time commitments and leader responsibilities mentioned in the above paragraph? Yes \_\_\_\_\_ (initial) No \_\_\_\_\_ (initial) and explain \_\_\_\_\_

I understand the full maturity needed for this experience. I am available for the dates of this trip March 20-22, 2019 and the pre-trip meetings 2/27 7am and 3/13 from 3-4:15pm. I understand I will be missing class for this trip and will speak with my teachers in advance to make up any missed work. If I have any other overlapping commitments I will notify those people involved upon my acceptance. My parent and I have read the information sheet provided by Mission & Ministry and understand the purpose of the trip and the fact that my cell phone will be collected at service sites. (If applicable: I have approved the dates with my coach or the Athletic Director.)

Once you have read the above information please sign that you understand what was stated above. If you are selected you will sign a formal permission slip.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature (s): \_\_\_\_\_ Date: \_\_\_\_\_

Coach/Athletic Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you have questions or concerns please contact Mrs. McCarthy in person or by email [smccarthy@vjmhs.org](mailto:smccarthy@vjmhs.org).