



**Teen Leadership
Board**
RONALD MCDONALD HOUSE CHARITIES OF
THE CAROLINAS

**Ronald McDonald House Charities of the Carolinas
Teen Leadership Board (TLB) Application Packet**

Mail or Hand Deliver Application To:

The Ronald McDonald House Charities of the Carolinas
ATTN: TLB / Katie Clark
706 Grove Road
Greenville, SC 29690

Application Checklist

- Completed TLB application
- 2 recommendation forms (each secured in a signed and sealed envelope)
**returning TLB members do not need recommendations*
- Contract signed by you and a parent/guardian

Applications are due by Friday, August 14 at 5pm
No late or incomplete applications will be considered.

If you have any questions during the application process, please contact Katie Clark at kclark@rmhcarolinas.com *Please do not call to check on the status of your application. Notifications will be postmarked by August 23rd.*

2020-2021 Program

The TLB program will run from September through April.
The board meets on the 1st Tuesday of the month with the exception of holidays or House conflicts.
Members are expected to attend all meetings and can have no more than 3 absences.

September 15th (orientation) is mandatory either in person or virtually!

***Due to Covid-19 the 2020-21 TLB school year may utilize virtual meetings and will require temperature checks upon arrival to in-person meetings/events, the use of face masks, and for students to practice social distancing within Ronald McDonald House Charities of the Carolinas. Students who are not comfortable with or unable to attend any in-person meeting can virtually attend. We recognize that students have added stresses due to the current health crisis and because of this the 2020-21 TLB schedule will allow for students to have some flexibility.**



Ronald McDonald House Charities of the Carolinas Teen Leadership Board (TLB) Charter

Purpose

By serving as ambassadors for families of the Ronald McDonald House Charities of the Carolinas, students will gain leadership skills and fundraising experience so that they may take those skills and become life-long volunteers within the Upstate of South Carolina.

Composition

The TLB shall be comprised of high school students from participating area high schools, including home schools. The TLB shall have a minimum of 10 members and a maximum of 24 members annually. Students will be chosen based on prior leadership and service experience by a committee of RMHC volunteers and staff. Application materials and interviews will be used to select TLB members. Returning members are not guaranteed membership on future boards.

Meeting Structure

The TLB will meet the first Tuesday of each month at 4:30-6pm from September through April, with the exception of holidays or House conflicts. In addition, each member commits to lead service activities and attend TLB signature events outside of regular meeting times. Missing more than 3 meetings for any reason or being absent from the orientation in September or the assigned holiday service project in December may result in expulsion from the board.

Overview of Duties

- Serve as school and community ambassadors for the Ronald McDonald House Charities of the Carolinas
- Prepare and lead service activities for fellow Teen Leadership Board members and teens in the community
- Assist with the planning and execution of the TLB signature events
- Plan and Participate in the “Big Give Event”

Responsibilities

- Attend and actively participate in all meetings
- Come appropriately dressed and prepared for meetings with all required materials
- Attend TLB signature events and chosen/assigned service activities
- Raise awareness, donations or funds through individual “Big Give Event” projects
- Embrace opportunities to engage school and community with the House or educate others on RMHC

Requirements

- In high school during the TLB school year
- Maintain good standing at school
- No drug or alcohol use and no profanity or inappropriate behavior
- Attend all meetings and events with safe, reliable, and on-time transportation to and from meetings

**Ronald McDonald House Charities of the Carolinas
Teen Leadership Board Application**

NAME: _____
Last First Nickname/Preferred

ADDRESS: _____

CITY, STATE AND ZIP: _____

CELL PHONE: (_____) _____ EMAIL: _____

NAME OF HIGH SCHOOL: _____

GRADE IN 2020-2021 YEAR: _____ BIRTHDAY: _____ T-SHIRT SIZE: _____

PRIMARY CONTACT PARENT/GUARDIAN NAME: _____

RELATIONSHIP: _____ PHONE: _____

SECONDARY CONTACT PARENT/GUARDIAN NAME: _____

RELATIONSHIP: _____ PHONE: _____

PART I

If appointed, are you able to find safe, reliable, on-time transportation to attend meetings on the first Tuesday of every month from 4:30-6pm, as well as to your scheduled activities and signature events?

Yes No

In addition to attending meetings, can you commit to leading at least two leadership service activities during the year?

Yes No

If appointed, are you interested in serving in a leadership role on the executive committee?

Yes No Undecided

PART II

Please tell us why you wish to be appointed to the Teen Leadership Board and what you hope to gain from participating:

Why do you want to support the Ronald McDonald House Charities of the Carolinas?

TLB members make a commitment to attend all meetings and events. Please reflect on your commitments for this upcoming year. What does commitment mean to you and how will you manage all of your commitments?

Please give an example of a project, group or initiative you have led:

Please list any volunteer or extracurricular activities you currently participate in, as well as past volunteer experience:

What do you think makes a service activity successful and enjoyable? How will you lead fellow teen volunteers?

What special skills, talents or abilities will you bring to the Teen Leadership Board?

Please choose 3 words you would use to describe yourself. Explain why you have chosen each word:

PART III

Each member of the TLB will be responsible for a “Big Give Event” in the spring that either raises awareness, donations, or funds for RMHC of the Carolinas. We want to hear your idea of how to make that happen! On a separate piece of paper, describe your idea for a Big Give Event and a measurable goal (examples: 200 paper towel rolls collected, \$100 funds raised, 50 attendees to an awareness event, etc.) associate with the project.

Within your description, please answer the following questions: What would you do to reach your measurable goal? What supplies would you need? How long would it take to plan? Would you need help from your TLB peers or could you do it alone? Who would participate?

**Ronald McDonald House Charities of the Carolinas
Teen Leadership Board (TLB) Volunteer Contract**

1. Commitment

- a. A large part of volunteering is commitment. During the school year, TLB members are expected to attend all board meetings and stay for the duration of the meeting.
- b. In addition to meetings, TLB members will participate in leadership service activities, signature events, and a Big Give Event. If you sign up to attend another member’s service activity, we expect to see you there! No-shows will not be tolerated.
- c. TLB members are expected to make their service on the board a priority. **Missing more than 3 meetings for any reason or being absent from the orientation in September or holiday service project in December may result in expulsion from the board.**

2. Etiquette

- a. Every member of the TLB has skills, talents and ideas to contribute. Every member is expected to participate in meetings and give their best effort.
- b. Every member of the TLB has value and should be treated with respect. There should be no personal attacks—challenge ideas, not people. Every member should contribute to a supportive environment and maintain a positive attitude during meetings, projects and events.
- c. Treat RMHC staff, guest families, volunteers and fellow TLB members with respect and courtesy.
- d. Exhibit appropriate behavior at all times—no foul language, texting or other distracting and inappropriate behaviors. Inappropriate behavior may result in expulsion from the board.

3. Dress Code

- a. TLB members serve as ambassadors of the Ronald McDonald House and should dress in a neat, clean and appropriate manner.
- b. Please wear appropriate clothing to all TLB meetings, events and service activities—clothing should provide appropriate body coverage and bare no offensive images or language.

4. TLB Responsibilities

- a. Actively participate in meetings, contribute ideas and provide feedback.
- b. Attend all TLB meetings and events—arrive on time and stay to help clean up if needed.
- c. Pursue opportunities within your school and community to engage others in the mission of the Ronald McDonald House Charities of the Carolinas.
- d. Organize your leadership service activities to be fun, meaningful and appropriate to engage other teens.
- e. Complete assigned tasks in a timely manner and support your fellow TLB members on their assignments.

I have read and understand the Teen Leadership Board charter and contract and agree to abide by the rules and responsibilities outlined therein.

Teen Volunteer Signature

Date

Parent or Guardian Signature

Date

Ronald McDonald House Charities of the Carolinas
Teen Leadership Board (TLB) Recommendation Form - #1

ATTENTION APPLICANT: Please fill out the applicant information only. Take this form—*along with a copy of the TLB Charter and an envelope with your full name printed on the front*—to a teacher, counselor, volunteer supervisor, employer or other adult not belonging to your family to be completed. The completed form should be returned to you in time to be included with your completed application packet.

STUDENT NAME: _____

GRADE LEVEL: _____ SCHOOL: _____

ATTENTION TEACHER/COUNSELOR/MENTOR: Please answer the following questions regarding the above named student. We would appreciate your unique insight on the student’s character, maturity, dependability and sense of responsibility as we fill our Teen Leadership Board. Upon completion, please place this form in the envelope provided to you, seal the envelope and sign your name across the seal. We may contact you about your responses. Thank you for your assistance!

YOUR NAME: _____ Relationship to student: _____

Contact phone and email: _____

Please answer “yes or no” to the following questions:

Does the applicant complete assigned tasks in a timely manner? _____

Does the applicant demonstrate the maturity required to work with peers and adults? _____

Does the applicant maintain good academic standing and acceptable school behavior? _____

Please elaborate on the following:

How would you describe this applicant’s sense of responsibility?

What unique qualities do you feel this applicant would bring to the Teen Leadership Board?

(Please circle one)

For the Ronald McDonald House Charities of the Carolina's Teen Leadership Board, I...

HIGHLY RECOMMEND

RECOMMEND

DO NOT RECOMMEND

...this applicant.

Signature

Date



Ronald McDonald House Charities of the Carolinas Teen Leadership Board (TLB) Charter for Recommendation Form #1

Purpose

By serving as ambassadors for families of the Ronald McDonald House Charities of the Carolinas, students will gain leadership skills and fundraising experience so that they may take those skills and become life-long volunteers within the Upstate of South Carolina.

Composition

The TLB shall be comprised of junior and senior students from participating area high schools, including home schools. The TLB shall have a minimum of 10 members and a maximum of 24 members annually. Students will be chosen based on prior leadership and service experience by a committee of RMHC volunteers and staff. Application materials and interviews will be used to select TLB members. Returning members are not guaranteed membership on future boards.

Meeting Structure

The TLB will meet the first Tuesday of each month at 4:30-6pm from September through April, with the exception of holidays or House conflicts. In addition, each member commits to lead service activities and attend TLB signature events outside of regular meeting times. Missing more than 3 meetings for any reason or being absent from the orientation in September or the assigned holiday service project in December will result in expulsion from the board.

Overview of Duties

- Serve as school and community ambassadors for the Ronald McDonald House Charities of the Carolinas
- Prepare and lead service activities for fellow Teen Leadership Board members and teens in the community
- Assist with the planning and execution of the TLB signature events
- Plan and Participate in the “Big Give Event”

Responsibilities

- Attend and actively participate in all meetings
- Come appropriately dressed and prepared for meetings with all required materials
- Attend TLB signature events and chosen/assigned service activities
- Raise awareness, donations or funds through individual “Big Give Event” projects
- Embrace opportunities to engage school and community with the House or educate others on RMHC

Requirements

- High school student standing during the TVB school year
- Maintain good standing at school
- No drug or alcohol use and no profanity or inappropriate behavior
- Attend all meetings and events with safe, reliable, and on-time transportation to and from meetings

**Ronald McDonald House Charities of the Carolinas
Teen Leadership Board (TLB) Recommendation Form - #2**

ATTENTION APPLICANT: Please fill out the applicant information only. Take this form—*along with a copy of the TLB Charter and an envelope with your full name printed on the front*—to a teacher, counselor, volunteer supervisor, employer or other adult not belonging to your family to be completed. The completed form should be returned to you in time to be included with your completed application packet.

STUDENT NAME: _____

GRADE LEVEL: _____ SCHOOL: _____

ATTENTION TEACHER/COUNSELOR/MENTOR: Please answer the following questions regarding the above named student. We would appreciate your unique insight on the student’s character, maturity, dependability and sense of responsibility as we fill our Teen Leadership Board. Upon completion, please place this form in the envelope provided to you, seal the envelope and sign your name across the seal. We may contact you about your responses. Thank you for your assistance!

YOUR NAME: _____ Relationship to student: _____

Contact phone and email: _____

Please answer “yes or no” to the following questions:

Does the applicant complete assigned tasks in a timely manner? _____

Does the applicant demonstrate the maturity required to work with peers and adults? _____

Does the applicant maintain good academic standing and acceptable school behavior? _____

Please elaborate on the following:

How would you describe this applicant’s sense of responsibility?

What unique qualities do you feel this applicant would bring to the Teen Leadership Board?

(Please circle one)

For the Ronald McDonald House Charities of the Carolinas Teen Leadership Board, I...

HIGHLY RECOMMEND

RECOMMEND

DO NOT RECOMMEND

...this applicant.

Signature

Date



Ronald McDonald House Charities of the Carolinas Teen Leadership Board (TLB) Charter for Recommendation Form #2

Purpose

By serving as ambassadors for families of the Ronald McDonald House Charities of the Carolinas, students will gain leadership skills and fundraising experience so that they may take those skills and become life-long volunteers within the Upstate of South Carolina.

Composition

The TLB shall be comprised of junior and senior students from participating area high schools, including home schools. The TLB shall have a minimum of 10 members and a maximum of 24 members annually. Students will be chosen based on prior leadership and service experience by a committee of RMHC volunteers and staff. Application materials and interviews will be used to select TLB members. Returning members are not guaranteed membership on future boards.

Meeting Structure

The TLB will meet the first Tuesday of each month at 4:30-6pm from September through April, with the exception of holidays or House conflicts. In addition, each member commits to lead service activities and attend TLB signature events outside of regular meeting times. Missing more than 3 meetings for any reason or being absent from the orientation in September or the assigned holiday service project in December will result in expulsion from the board.

Overview of Duties

- Serve as school and community ambassadors for the Ronald McDonald House Charities of the Carolinas
- Prepare and lead service activities for fellow Teen Leadership Board members and teens in the community
- Assist with the planning and execution of the TLB signature events
- Plan and Participate in the “Big Give Event”

Responsibilities

- Attend and actively participate in all meetings
- Come appropriately dressed and prepared for meetings with all required materials
- Attend TLB signature events and chosen/assigned service activities
- Raise awareness, donations or funds through individual “Big Give Event” projects
- Embrace opportunities to engage school and community with the House or educate others on RMHC

Requirements

- High school student standing during the TLB school year
- Maintain good standing at school
- No drug or alcohol use and no profanity or inappropriate behavior
- Attend all meetings and events with safe, reliable, and on-time transportation to and from meetings