



We are excited that you are interested in Lab's Summer **Group Leader Program**. Please complete and return the application that follows. Applications and resumes should be directed to:

Diana Meltzer
Associate Head of School, The Lab School of Washington
diana.meltzer@labschool.org
202.944.2220

The Lab School of Washington's program serves children with language-based learning differences. These may manifest as difficulties in reading, writing, and/or math at times with attentional or executive functioning difficulties. Our program is hands-on, multi-sensory, and arts-infused with extraordinarily talented teachers and clinicians.

The summer session runs for four weeks beginning **July 5** and ending **July 28**. Group Leaders will typically be on campus from 7:45am to 1:45pm (later in the day if interested in working in an afternoon program).

If you are selected for the program, you are required to attend three days of pre-requisite training. These days are as follows (times are tentative – will be confirmed in June):

Wednesday, June 28 (12:30 – 4:30pm)
Thursday, June 29 (8:00am – 4:30pm)
Friday, June 30 (8:00am – 2:30pm)

As a Group Leader, you will be the anchor, the one consistent person, for a group of students transitioning them from one class to the next and will assist the teacher in each of these classes. You will receive training and supervision from the administrative team of the Summer Program.

Compensation for the Group Leader position is on an hourly basis. For this coming summer, the hourly rate (including orientation hours) is \$16.10/hour.

All faculty and staff employed by Lab must be fully vaccinated against covid-19 or submit an official medical exemption.

We believe it will be a fascinating summer for you and look forward to hearing from you.



GROUP LEADER APPLICATION • SUMMER SCHOOL 2023
The Lab School of Washington 4759 Reservoir Road, NW Washington, DC 20007

NAME: _____

HOME ADDRESS: _____

CELL PHONE: _____ EMAIL: _____

UNIVERSITY: _____ MAJOR/MINOR: _____

COLLEGE ADDRESS (please provide full address if different from home address):

YEAR COMPLETED – as of June 2023 – select one:

Have you ever volunteered and/or been employed by Lab in the past?

If Yes, list date(s): _____

Is there any additional information we should be aware of that if discovered while you were employed at the School would reflect poorly upon the School? If yes, please describe.

Please be specific when answering the following questions:

• Experience working with children:

• Hobbies & Interests:

• What interests you in the position of Group Leader?

• What skills do you believe that you would bring to this position?

• How did you learn about the Group Leader position?

• What questions do you have/in what areas would you like to learn more?

Two references, present or former employers or supervisors (*please include phone numbers & the capacity in which they know you*).

Your references need to be able to discuss your direct work with children.

Please do not list family friends, acquaintances, or professors as references.

Reference 1

Name: _____ Title: _____

Phone number: _____ Email: _____

How does this reference know you? _____

Reference 2

Name: _____ Title: _____

Phone number: _____ Email: _____

How does this reference know you? _____

Disclaimer and Signature:

_____ (initial) I certify that the information contained in this application is correct to the best my knowledge. I understand that to falsify information is grounds for refusing to my internship.

_____ (initial) I authorize any person, organization or company listed on this application to furnish you any and all information concerning my previous employment, education and qualifications for this internship. I also authorize you to request and receive such information.

_____ (initial) I agree to abide by the rules and regulations of the company, which rules may be changed, withdrawn, added or interpreted at any time, at the school's sole option and without prior notice to me.

_____ (initial) I also acknowledge that my internship may be terminated at any time, with cause, and with or without prior notice at the option of the school or myself.

_____ (initial) **It is agreed and understood that this is not an application for employment and at the end of the internship program; there is no promise/commitment of employment at The Lab School of Washington.**

Applicant's Signature

Date