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**Application for Leadership Position for**

**Play Around the World 2024**

**Play Around the World (PAW) is seeking applications for 3-5 leadership positions for the 2024 teams. There is the potential to lead in various service-learning locations such as Southeast Asia, Peru, Thailand, Northern Canada. Due to the ever-changing pandemic situation, locations for PAW may not be confirmed until early 2024.**

**\*Note: There is the potential for not all locations to have a team, and you are encouraged to indicate your availability for another city/country than the one you served in as a student.**

**\* Please note: Applications will be accepted by returning leaders and from previous PAW students dating back 7 years (2017 onward).**

It is important for potential leaders to understand the level of commitment that is required. Although a substantial time commitment, it is also a fabulous professional and personal growth experience. PAW leaders will be selected to assist in the training and preparation of the PAW team and will also receive their own leadership training. Pre-travel duties include being part of the selection process, weekly team sessions (January to April), leadership in fundraising and team events. Leaders are not required to make any requests for financial support but will need to support their team during the fundraising process.

Leaders travel with the team and stay for approximately 2-3 weeks in the placement location, providing an orientation to the culture, city and organizations. The team departure date will likely be within the first two weeks of May, 2024.

Leaders continue to communicate with team members throughout the summer, providing support and addressing concerns. All significant concerns (health, safety etc) must be reported to the program director. Leaders complete a log of activities and a report on their experience. After the student teams return, leaders take an integral part in the debriefing of individuals, and the team. They also assist and participate in the PAW 2024 public presentation. PAW covers all program costs for this leadership position (transportation, accommodation, as well as a per diem). Additionally, a small honorarium may be considered to offset costs (this is not a guarantee each year). If leaders decide to extend their trip, they are responsible for the extra travel and visa costs. Dates may be flexible upon extenuating circumstances (discuss with Mary Ann).

**Submit application by November 10th, 2023.** Any past PAW participant of the last seven years is eligible to apply and former leaders will also be considered. Preference will go to individuals with more recent PAW experience as well as a preference for the successful applicant’s placement in the city/country they volunteered in as a student. A selection committee will inform all applicants in a timely manner. The role of the PAW leader is very much that of a facilitator. As such, the skill set includes: effective team building, organizational skills, critical/reflective thinking, ability to address issues and conflicts with compassion and truth. Because we are representatives of the U of A, and role models to current teams, the PAW leaders are expected to behave in a highly ethical and respectful manner.

**Selection Criteria**: Strong participation in their own PAW experience, in all areas: playwork, team dynamics, and respectful cultural practices.

A written submission: Two parts:

1. An essay describing the applicant’s suitability for the leadership position (no longer than 2 pages doubled spaced, 12 font).
2. Proposal for enhancing the PAW program (preparations, in-country experience, and upon return) and which parts you see yourself well-suited for. (no longer than 2 pages doubled spaced, 12 font).



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**Play Around the World 2024**

# General Information

**Name** (pronouns optional) \_\_\_\_\_\_\_

*First Middle Initial Last*

**Mailing address**   *P.C.*

( )

*Phone Cell E-mail*

**Permanent address**

 *P.C.*

( )

*Phone Cell E-mail*

**Present Occupation** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Student ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Location preference**:

 Rayong Chiang Mai Phnom Penh Northern Canada Cusco

*(please circle and/or number in order of preference)*

**Before submitting, ensure that you have done the following:**

A. Completed the above information, signed. This should be the first page in your submission package.

B. Attached the written submission (max. 2 typed pages each for Part A and B).

C. Include a Reference from your former PAW leader or have them email it to me directly.

D. Include an up-to-date Resume

**Send completed application forms by November 10th, 2023, either email or hardcopy to:**

 **Mary Ann Rintoul, Play Around the World**

 **Faculty of Kinesiology, Sport, and Recreation**

 **4-415 Van Vliet Complex**

 **University of Alberta**

 **Edmonton, Alberta**

 **T6G 2H9**

**mrintoul@ualberta.ca**

***Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

As of September 1, 1999, the University of Alberta is subject to the Freedom of Information and Protection of Privacy (FOIPP) Act. Personal information on this application form is collected under authority of Section 32C of the FOIPP Act for the purposes of administering the Play Around the World Project and is protected under Part II of the FOIPP Act.

Additional Information for Potential Leaders

***Leadership duties:***

**In advance of Travel**: (this is a big time requirement but there is potential for missing a few sessions

in case of extenuating circumstances)

Attend leadership meetings (with students and other times for your own leadership training)

Help organize and co-facilitate preparatory sessions

Organize, attend and facilitate session at a retreat weekend (your costs are covered)

Assist students in their preparation (project overview, immunizations, VISA, packing lists etc)

Optional attendance at PMC meetings

Encourage and advise your team regarding fundraising activities (you are not personally responsible for raising funds)

Communicate with the projects (re: schedules, holidays etc) in advance of travel

Communicate with all in-country contacts for preparation before arrival (with Mary Ann)

Consult with the past leader(s) and read the leadership report(s) and NAT’s

**In Country**

Orient new students to the project, its leaders and to the city

Facilitate training and team building sessions

Facilitate the organization student's work and transportation schedules

Read and provide response to student journals (towards the end of your month in country)

Assist with conflict resolution as needed

Leader Retreat (if deemed appropriate for your year)

## Upon Return

Assist in theevaluation of project (including feedback from students, staff and children)

Submit a leadership report to the PMC, Leadership Chair, and Program Director (with activities and recommendations – guideline provided)

Zoom (facetime) with your team at least once while they are still play programming in-country

Assist in the debriefing of students

Lead and/or assist in presentations (particularly the public presentation in Sept)

Follow up with your team as needed (let them know you are still available to them)

Update the leadership google drive unique to your city/country

\*Please note: Extenuating circumstances restricting worldwide travel (i.e. natural disasters, global pandemic) may result in cancellation of the in-country portion of the PAW leadership experience by either the U of A, the Faculty of KSR or the government of Canada.