



LEAPNOW
Transforming Education

Group Leader Application Packet

Thank you for your interest in leading a LEAPNOW international travel adventure. Since our first group in 1999, we've run more than seventy five 3-month group travel programs. We currently run three LEAPYEAR groups every Fall to India and Latin America, and two LEAPYEAR groups in the Spring to India.

We are one of the few education and travel organizations that equally emphasize the importance of the inner and outer journeys. This reflects our intention to run programs that are truly transformative for the participant – thus staying on the cutting edge of human evolution.

We believe real exploration in the world is preferable to sixteen uninterrupted years in a classroom; our traditional educational system is information-rich but experience-poor. We value the opportunity to expand our world through travel and exposure to other cultures. LEAPNOW's organizational mission is focused on the emerging shift in global consciousness: we aim to help students recognize the limitations of the current power structure and begin to realize the world's fundamental unity and interdependent wholeness. We understand as an organization that this shift is critical to the survival of our species on the planet. We no longer have time to merely give people a nice travel experience.

To this end, the LEAPNOW model starts with building a foundation of integrity, conscious communication and the creation of clear and uplifting group agreements. The diverse experiences of travel, work and study in a "foreign" region and culture create an opening for a shift of consciousness to occur. Conscious and well-trained leader teams help this opening to blossom through a consistent "raising of the eyes" of our students.



LEAPYEAR is a 9-month first year of college that starts with a semester of guided group travel in Latin America or Asia. The second semester is highlighted by a 12-week internship representing the engaged and active fulfillment of the individual student's unique interests. LEAPYEAR groups spend 8 weeks in retreats at our northern California campus learning the skills needed to live life in integrity with oneself, to create conscious community, to vision and re-vision one's life-path, to practice daily awareness, and to cook, create clothing, and complete construction projects. Participants earn a full year of college credit through this series of international and inner challenges.

Our International Trip Leaders are an essential part of the students' experience. Continue reading for more specific information about the role of the Trip Leader.

Group Leader Position Description and Details

Group Leader Responsibilities/Job Description:

- Maintain the safety and well-being of a group of up to 12 young adults ages 17 and older traveling abroad.
- Create a fun & nurturing educational environment
- Promote individual learning of students
- Coordinate and direct logistics of your semester
- Maintain relationships with sponsors abroad
- Manage a spending plan while traveling
- Enforce program rules and expectations
- Facilitate cohesive group dynamics and build community
- Solve problems creatively in response to constantly changing situations
- Maintain communication with headquarters in California

Minimum Group Leader Qualifications:

- Minimum age of 25.
- Proficiency in Spanish for trips to Latin America (Can you negotiate a medical emergency in Spanish and take a student to the doctor and explain everything that needs to be communicated?)
- Direct experience living or traveling in the relevant geographic region
- Current certification in Wilderness First Aid prior to departure (usually a 2-3 day course)
- Prior experience leading groups

Qualities: We are looking for the following in our leaders:

- A strong desire to positively affect another human being's life.
- Enjoyment of the challenge of working with young first-time travelers.
- Experience working with teens and young adults.
- Active engagement in personal growth and development.
- Flexibility and ability to perform well under constantly changing environments.
- Ability to be a good mentor.
- Excellent organizational skills and well developed communication skills.
- Ability to establish clear guidelines and boundaries and assist others in honoring them.
- Skill in resolving issues and solving problems.
- Enjoyment of being a resource for other people.
- Comfortable being available to students during travel times 24 hours a day, 7 days a week.
- Comfortable with confronting negative behavior.
- Demonstrated ability to travel independently and possessing in-depth experience in relevant regions.

Group Leader Benefits:

- Pay: Trip leader pay starts at \$3,500 for a 3-month contract. We give preference to leaders that are able to lead multiple semesters.
- Room, board, international airfare and all non-personal expenses are paid.
- Up to \$900 stipend for travel to and from California and trip preparation costs such as vaccinations, visa reimbursements, and medical training.
- Intensive experiential leader training with expenses paid.
- International Medical Insurance for the duration of your program.

Application Process:

- Mail or email the application with the following to:
 - Mail: *LEAPNOW Hiring Coordinator, 11640 Highway 128, Calistoga, CA 94515*
 - Email: *employment@leapnow.org*
 - Cover Letter
 - 2 page Leader Application
 - Separate sheet with answers to the Application Questions
 - Resume or CV highlighting group leadership experience with ages 17 - 24
 - A Recent Photo
- A phone-interview will precede the required in-person interview. For the in-person interview, you should be prepared to meet with our staff here at our Calistoga office, which is about 2 hours north of San Francisco. Since the job asks you to safeguard the lives of our students, the in-person interview is not negotiable.



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Send to: **Hiring Coordinator**
Email: employment@leapnow.org
Fax: 707-431-8479

LEAPNOW
11640 Highway 128,
Calistoga, CA 94515, USA

Full Name _____ *(as it appears in your passport)*

Sex: M / F **Date of Birth** ___ / ___ / ___ **Soc. Security #** _____ - _____ - _____

Home Phone _____ **Work Phone** _____

Cell Phone _____ **Email** _____

Current Address _____

Marital Status _____ **Passport # & Exp. Date** _____

Driver's License # _____ **State** _____ **Date Issued** _____

Permanent Address (if different from above) _____

How did you hear about LEAPNOW? _____

I am applying for the following LEAPNOW program(s):

LEAPYEAR Program South Asia Fall 2017 _____ Spring 2018 _____

LEAPYEAR Program Latin America Fall 2017 _____ Spring 2018 _____

I am willing to forego drinking and smoking for the duration of a LEAPNOW semester: Yes _____ No _____

I have read the information/application packet for the program that I am applying for: Yes _____ No _____
(available for download at www.leapnow.org)

Have you ever been arrested or faced criminal charges? If yes, explain Yes _____ No _____

Are you certified in any of the following? If so, indicate date of expiration.

Medical Certifications (First Aid, CPR, Wilderness First Aid, Wilderness First Responder, etc.):

Educational Certifications (Teaching, Yoga, etc.):

Other Relevant Certifications or Qualifications:

Please indicate if you have lived/worked/traveled/studied in any of the following countries – give details of activities, duration of your travel and dates (month/year): (use another page if needed)

INDIA / SOUTH ASIA: _____

LATIN AMERICA: _____

OTHER COUNTRIES: _____

Please indicate if you speak any language other than English. Include years of study and level of fluency.

Please attach the following to your application:

1. A cover letter.
2. Resume highlighting group leadership experience and experience working with ages 17-24.
3. A recent photo.
4. Answers to the following questions:
 - A. Describe your ideal co-leader. What are the qualities of a co-leader that would best compliment you?
 - B. Is it ever in the student's best interest to be asked to leave a program? Please explain.
 - C. Why do you specifically want to lead a LEAPYEAR group as opposed to another study abroad program? Please make your answer relevant to the LEAPYEAR program.
 - D. Please write a three-paragraph introduction of yourself. Feel to introduce yourself in a way that is creative and that gives a clear sense of your essence.
 - E. What do you want to bring/offer/share with your LEAPYEAR group?
 - F. Is there anything else you feel that we should know about you?

Please thoughtfully consider the following questions prior to your interview:

1. In what ways have you personally grown as a human being and a leader in the last year?
2. How do you support your own growth and evolution and that of others, especially students that you've led?

Please list the name, relationship to you and contact information (phone number and email) of five people who can speak about your leadership ability and character. At least three of these should be past employers and supervisors. Include co-workers, co-leaders or people you have lead in the past.

1. _____
2. _____
3. _____
4. _____
5. _____

For office use only:

_____ Date Received

_____ Logged By