

Academic Coach Information 2008-2009

First Graduate Overview:

First Graduate helps young people finish high school and become the first in their families to graduate from college. We make a 10-year commitment to each student starting the summer after 6th grade to college graduation. Through our comprehensive services—academic coaching, mentoring, high school and college counseling, family engagement, college support, and career exploration—our students are exposed to experiences and challenges that encourage them to develop the decision-making skills, leadership ability and good judgment necessary to become successful adults.

After-School Program:

All students are required to participate in our after-school program. Students learn important organizational and study skills, receive assistance with their school assignments, participate in technology classes, and build community through group activities. Academic coaches support after-school activities by working closely with small groups of students, helping become better students and gain mastery of their academic subjects. First Graduate provides all Academic Coaches comprehensive training that covers classroom management and teaching strategies that reinforce study and organizational skills.

At minimum, First Graduate academic coaches make a commitment to:

- work with First Graduate students on a weekly basis for one semester,
- set high expectations for student learning,
- teach and help students with academic skills and study skills and habits
- and assess student work and performance.

Important Dates and Deadlines:

Application deadline Ongoing throughout year

Classes/Tutoring First Semester: Mon., Sept. 29 – Thurs., Dec. 11, 2008
Second Semester: Tues., Jan. 13 – Thurs., May 21, 2009
High School Students: Mondays and Wednesdays, 4:30-6:30 pm
Middle School Students: Tuesdays and Thursdays, 4:15-6:15 pm
*Location: The Bay School of San Francisco
35 Keyes St., The Presidio of San Francisco*

Fall Academic Coach Training Session Thurs., Sept. 25, 6:30-9:00pm
*Location: First Graduate Offices
220 Halleck St., The Presidio of San Francisco*

For further information or to submit your completed application to:

First Graduate
Presidio of San Francisco
P.O. Box 29415
San Francisco, CA 94129
Attn: Sandra Park

[phone] 415.561.3453
[fax] 415.561.3454
[e-mail] spark@firstgraduate.org
[webpage] www.firstgraduate.org

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**Academic Coach Application
 2008-2009**

Personal Information:

FIRST NAME:	MID INITIAL:	LAST NAME:
ADDRESS:		
CITY:		ZIP:
EMAIL ADDRESS:		
CELL PHONE NUMBER:		OTHER PHONE:
EMPLOYER:		TITLE:
EMERGENCY CONTACT PERSON	PHONE:	RELATIONSHIP:

Educational Background:

Indicate the highest level of education that you have achieved:

LEVEL	NAME OF INSTITUTION	DEGREE
<input type="checkbox"/> HIGH SCHOOL		
<input type="checkbox"/> COLLEGE		
<input type="checkbox"/> POST COLLEGE		
<input type="checkbox"/> OTHER		

If you are a current student, please indicate your status:

Freshman Sophomore Junior Senior Graduate

Do you need volunteer hours for school credit? Yes* No *If yes, how many? _____

Other languages, spoken or written: _____

Preferences:

Please note the after school program takes place on site at the Bay School, 35 Keyes St, in The Presidio of San Francisco.

AVAILABILITY: (please check your availability to coach)	
<input type="checkbox"/> MON., 4:30-6:30PM	<input type="checkbox"/> WED., 4:30-6:30PM
<input type="checkbox"/> TUES., 4:15-6:15PM	<input type="checkbox"/> THURS., 4:15-6:15PM

SUBJECT/AREA PREFERENCES: In what areas would you feel comfortable coaching?			
<input type="checkbox"/> ALGEBRA	<input type="checkbox"/> ENGLISH	<input type="checkbox"/> PHYSICS	<input type="checkbox"/> FOREIGN LANGUAGE
<input type="checkbox"/> GEOMETRY	<input type="checkbox"/> HISTORY	<input type="checkbox"/> CHEMISTRY	<input type="checkbox"/> OTHER:
<input type="checkbox"/> CALCULUS	<input type="checkbox"/> ESL	<input type="checkbox"/> BIOLOGY	

Other Information:

How did you hear about First Graduate?

- website flyer friend volunteer/community fair newsletter
 school counselor FG Event other: _____.

Academic Screening:

Have you ever been convicted of a felony? Yes* No

*If yes, please attach an explanation including the following information: description, explanation, and date of incident.

Release Statement:

I acknowledge that all information I provided is accurate and subject to verification by First Graduate, which is under no obligation to assign me as a volunteer. I understand that First Graduate may conduct routine background check with the appropriate authorities, including the Department of Justice and the Department of Motor Vehicles.	
Signature: _____	Date: _____

Please return all complete applications to:

**First Graduate
Presidio of San Francisco
P.O. Box 29415
San Francisco, CA 94129
Attn: Sandra Park**

Questions or comments, please contact:

Sandra Park at (415) 561-3453 or via email spark@firstgraduate.org

Thank you for your interest in our program!!