



## **Division of Animal Resources (DAR) Summer Program Summer 2016**

The Division of Animal Resources (DAR) of the School of Medicine of Emory University in partnership with Druid Hills High School/DeKalb High School of Technology South brings forward a twelve-week, half-time paid summer employment opportunity. We are looking for highly motivated high school students who will be seniors in the autumn of 2016 and are interested in pursuing a career after graduation from high school in the care of laboratory animals. This experience is a gateway for a future permanent hire into an entry level career position with DAR.

The start date and number of weeks of the program is negotiable, but it will be held between the end of junior year classes and the beginning of the senior year of high school. Student summer employees will be assigned to specific animal care technician mentors. The program primarily focuses on student orientation and engagement in the mentored care of laboratory animals and will take place in select research buildings on the Emory campus.

We will pay student summer employees an hourly wage at our entry pay scale for their half-time commitment of 20 hrs/week over the course of the 10-12 week program. Student employees are expected to provide their own transportation between their homes and the program sites on a daily basis as well as provide their own meals. Student employees will participate in the institutional occupational health, safety and medicine program, although this should not be considered a substitute for one's personal care physician.

Applicants must include an enclosed letter of recommendation from a teacher, guidance counselor, or senior school official, as well as a parental statement of support.

Please complete the application and deliver it to your teacher, guidance counselor, or senior school official who will then fill out the recommendation form and submit. These must be delivered to your teacher before **March 15, 2016**; details are on the application. You also must submit an official, registrar-sealed transcript by this date.

The selection committee will evaluate applications and choose candidates for interviews before making offers of acceptance into the program. Our goal is to interview applicants beginning in April and extending summer offers around or after April 15, 2016.

Please contact Dr. Michael J. Huerkamp, [mhuerka@emory.edu](mailto:mhuerka@emory.edu), if you have questions. We look forward to receiving your application.

**Student Application 2016**  
**Division of Animal Resources Summer Employment Program**

**Please type or neatly print your responses on this application. All materials must be postmarked or emailed by March 15, 2016.**

**I. Personal Data:**

Name \_\_\_\_\_  
                                    First                                    Middle                                    Last

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Please note: You must be 16 years or older by May 1, 2016, to participate in this program.

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Sex/Gender \_\_\_\_\_ Grade entering in Fall 2016 \_\_\_\_\_

**Race/Ethnicity:**

What race/ethnicity do you consider yourself to be? Select one or more of the following:

- American Indian or Alaska Native.* A person having origins in any of the original peoples of the North, Central or South Americas, and who maintains tribal affiliation or community attachment.
- Asian or Asian American.* A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands/Pacific Islanders, Thailand and Vietnam.
- African American or of African descent.* A person having origins in any of the black racial groups of Africa.
- Hispanic or Latino.* A person of Mexican, Puerto Rican, Cuban, South or Central American or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic or Latino."
- Native Hawaiian or Other Pacific Islander.* A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.
- White.* A person having origins in any of the original peoples of Europe.

Do you have any relatives who work at Emory? \_\_\_\_\_ If yes, please provide names and relationship below.

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**II. Educational Information:**

Name and City of High School \_\_\_\_\_

Address of High School \_\_\_\_\_

Phone number of High School \_\_\_\_\_

Projected Graduation Date \_\_\_\_\_

Cumulative GPA (based on 4.0 scale) \_\_\_\_\_

**III. Activities/Awards** (You may attach a separate sheet if necessary):

<u>Extracurricular Activities</u>	<u>Description</u>	<u>Dates</u>
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(list school, church, civic or other organizational activities)

Have you had any previous employment experience? **Yes** **No** (circle one) If "yes", please provide the information below:

<u>Employer</u>	<u>Job Title/Duties</u>	<u>Dates</u>
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**Honors and Awards** (You may attach a separate sheet if necessary):

<u>Name of Honor/Award</u>	<u>Description of Honor/Award</u>	<u>Date</u>
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**IV. Other**

Do you have any former experience caring for animals other than pets? If so, please describe the work, the location and the time frame.

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How did you learn about the DAR Student Summer Employment Program? \_\_\_\_\_

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**V. Personal Statement**

In no more than 400 words, describe how a summer employment experience caring for research animals will contribute to your career goals. Please type and double space your statement on a separate sheet of paper, include your typed name, and attach it to this application. Please sign the page to indicate your authorship of the information.

**VI. Letters of Recommendation**

This must be from a teacher, guidance counselor or other senior official from your school. Please leave it blank and have your teacher fill out evaluation form provided below.

**VII. Transcript**

Please send an official high school transcript. Your transcript may be mailed separately from your application. Be sure your transcript is postmarked by the March 15, 2016 application deadline. Have the transcript sent to Dr. Michael J. Huerkamp, 615 Michael Street, Suite G02, Atlanta, GA 30322; mhuerka@emory.edu.

**VIII. Certification**

My signature below affirms the information contained in this application is true and accurate to the best of my knowledge. *I also affirm that I can arrange for my own transportation and meals, and am available to work as scheduled during the duration of the program.* I grant the selection committee the use of my official school transcript when reviewing my application.

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Signature of Applicant Date

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Signature of Teacher or Guidance Counselor (required for all applicants) Date

A parent or guardian must provide a short statement of support and sign that he or she has read the above statement and approves your application.

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Signature of Parent/Guardian) Date

**All materials must be delivered to your teacher before March 15, 2016.**



**Division of Animal Resources (DAR) Summer Program**

## Summer 2016

**Applicant Name:**

**Respondent Information:**

**Date of Birth:**

**Title:**

**Email:**

**Email:**

### **Family Education Rights & Privacy Act of 1974**

In accordance with FERPA, this applicant has chosen to waive or not waive his/her right to review the recommendation.

### **Acquaintance with the Applicant:**

1) I have known the applicant for: \_\_\_\_\_.

2) I have served as the applicant's (select as many as are applicable):

Advisor  Teacher (one class)  Teacher (many classes)  Other: \_\_\_\_\_

### **Applicant Characteristics:**

Please rate each attribute on a 1-5 scale with 1 = unacceptable, 2 = below average, 3 = average, 4 = above average, 5 = exceptional. Select "unable to rate" where it applies.

3) Overall Intellectual Ability:	1	2	3	4	5	Unable to rate
4) Knowledge in Chosen Field:	1	2	3	4	5	Unable to rate
5) Conduct:	1	2	3	4	5	Unable to rate
6) Social skills:	1	2	3	4	5	Unable to rate
7) Attendance/punctuality	1	2	3	4	5	Unable to rate
8) Classroom participation	1	2	3	4	5	Unable to rate
9) Reliability	1	2	3	4	5	Unable to rate
10) Trustworthiness	1	2	3	4	5	Unable to rate
11) Sense of personal responsibility	1	2	3	4	5	Unable to rate
12) Problem-solving ability:	1	2	3	4	5	Unable to rate
13) Initiative	1	2	3	4	5	Unable to rate
14) Motivation/Commitment:	1	2	3	4	5	Unable to rate
15) Verbal Communication in English:	1	2	3	4	5	Unable to rate
16) Written Communication in English:	1	2	3	4	5	Unable to rate
17) Analytical Ability:	1	2	3	4	5	Unable to rate
18) Initiative:	1	2	3	4	5	Unable to rate

19)Ability to Work Independently:	1	2	3	4	5	Unable to rate
20)Ability to Work as a Team Member:	1	2	3	4	5	Unable to rate
21)Maturity and Stability:	1	2	3	4	5	Unable to rate
22)Interest in working with animals	1	2	3	4	5	Unable to rate
23)Animal rights activism	1	2	3	4	5	Unable to rate
24)Rank relative to others you know who have applied to the summer employment program:						
	1	2	3	4	5	Unable to rate

**Final Recommendation:**

25)Overall Rating (Please select one choice; rate relative to all of those students not intending, at least immediately, to continue formal education beyond high school):

Best Student This Year                      Best Students in \_\_\_\_\_ Year(s)  
 Top\_\_\_\_\_ % of Students This Year    Unable to Rank

26)Overall Recommendation (please circle one):

Strongly Recommend                      Recommend                      Recommend with Reservations  
 Do Not Recommend

Please mail the evaluation to Dr. Michael J. Huerkamp, 615 Michael Street, Suite G02, Atlanta, GA 30322.