



Intergenerational Spring Seminar

Adult Dean Application

Serve your faith and the UU United Nations Office community in a one-year position (Spring Seminar 2019) planning and leading the Intergenerational Spring Seminar.

Position Description

The Spring Seminar Adult Dean is a member of the Intergenerational Spring Seminar Planning Committee who help plan and coordinate youth activities for the Spring Seminar and help lead the youth staff team during the seminar. They work with the UU United Nations Office staff, the two Seminar Youth Deans, Seminar Chaplains, and the rest of the Seminar Planning Committee to ensure that all youth participants have an enriching and inspiring experience at Spring Seminar as, along with other participants, they engage with challenging topics of global concern relating to human rights and social justice at the United Nations. The 2019 Seminar topic is **gender equity**.

The Dean participates in coordinating programming and logistics, selecting additional staff, facilitating meetings, collaborating with other leaders on the Planning Committee, and making Spring Seminar the best it can be. Spring Seminar is a great opportunity for youth and adults from across the country to meet others who are passionate about social justice and learn how to take action on a local and global scale.

The Youth Deans, with whom the Adult Dean will collaborate closely, serve in two-year positions. Each new dean will serve alongside a dean from the previous year.

All expenses, including travel, meals, housing, and registration at Spring Seminar 2019 are paid for by the Unitarian Universalist Association. Responsibilities include:

- Planning for and attendance at Spring Seminar 2019 (April 10-13)
- Planning meetings by phone/video conference at least once per week in the months preceding Spring Seminar (approx. Sept-Apr)
- Meeting facilitation and event planning

PRIMARY ROLE

Support youth leaders, especially Youth Deans, in coordinating programming for the Spring Seminar. Identify any areas where tasks are being neglected or falling behind and ensure that those are resolved either by supporting youth to accomplish it or by picking up on slack. Nurture the youth deans' leadership and mentor them. Work with Youth Deans and Chaplains to set expectations for the Spring Seminar community and help them live into it.

SPECIFIC TASKS & GOALS

Deans' Collective Tasks

- Help recruit and select Chaplains & other leaders for the Seminar
- Identify scope of focus for Seminar programming
- Determine overall Seminar Schedule & components based on Planning Committee goals
- Assign point people to each events
- Organize and lead orientation and covenanting process for youth & sponsors on Day 1
- Organize and lead evening programming on Days 2 & 3

- Work with Chaplains to lead process for adjusting & renewing covenant if necessary
- Provide UU-UNO Staff with list of materials needed for programming

Adult Dean Specific Tasks

- Check in periodically with Youth Deans to ensure they're staying on top of things and not getting overwhelmed – provide assistance as needed
 - Applies to both planning process and during the Seminar itself
- Oversee overall programs & workshop planning process, ensuring programs meet standards for youth inclusion & accessibility
- Work with adult volunteers and sponsors to foster environment of empowerment and support for the youth, and meaningful learning culture for all
- Conduct check-ins with Collaboration Group Leaders during each break during the Seminar to go over what they are observing in the community. Work with Chaplains, volunteers, & UU-UNO Staff to take action accordingly
- Participation in resolution of rule breaches along with UU-UNO staff, senior youth dean, and adult chaplain.

Application Requirements

Applicants must be over 25 years old at the time of the Intergenerational Spring Seminar in April 2019. Applicants must have previous experience planning Unitarian Universalist youth events (e.g. Youth Cons). Experience with multigenerational leadership teams is highly desired.

This event will take a broad and intersectional view of working towards gender equity – we hope that our Planning Committee will reflect the diversity of identities that exist in our world. People with disabilities, people of color, indigenous people, Hispanic/Latinx, and LGBTQ candidates are encouraged to apply.

Previous attendance at a UU-UNO Intergenerational Spring Seminar is strongly recommended but not required.

To Apply

Submit a completed application as detailed below. The application includes responses to written questions and an optional video, as well as contact information for two references. Letters of recommendation are not required.

Applications are due by September 11, 2018

For more information, please contact the UUA United Nations Office at unitednations@uua.org.

Personal Info

At the top of your application please include the following information:

Full Name	Birth Date
Preferred Name	Congregation and District/Region
Mailing Address (including city, state, and zip)	Identities you claim (gender, race/ethnicity, orientation, ability, etc.)
Phone Number	Preferred pronoun
Email Address	

References

Please submit contact information for two references. One reference should be an adult and the other a youth. At least one of your references should be a Unitarian Universalist. Include their full name, phone number, email address and their relationship to you (minister, religious educator, etc.).

Written Questions

Provide written responses to the following questions.

1. Why do you want to apply for this position? What skills and experience do you have in leading large groups of youth and adults?
2. In what ways have you been involved in Unitarian Universalism? This could be congregationally, in your district, as part of a camp, leadership opportunities, etc.
3. Describe a situation where you had to work with a team. What went well? What could you have changed or done differently?
4. Tell us about a stressful experience? What did you do to handle that stress?
5. Do you have any experience in participating in trainings about anti-racism, anti-oppression, intercultural competence or diversity? If so, please describe what those concepts mean to you and something you learned from the training. If not, what is your understanding of diversity and working to end oppression?
6. Describe your vision for youth participation at Spring Seminar and your vision for the Youth programming at Seminar 2019. Please include why youth participation is important to you.
7. Describe a positive experience you've had at Spring Seminar. If you've never attended Spring Seminar, please share an experience from another large gathering of UUs.

Video or Personal Statement

The 2018 Dean Selection Team wants to get to know you personally. You are invited to send a video as part of your application. If you do not have the ability to film and post a video, you are invited to send a personal statement or other creative expression instead. Upload the video to the host of your choice (YouTube, Vimeo, Dropbox, etc.) and send us the link.

Be sure to check your security settings so that it isn't publicly viewable to people without the link. Your video will only be watched by the Selection Team.

1. Begin with your name and congregation.
2. Tell us about yourself. Below are some questions you can choose to answer. Please keep your video under three minutes or personal statement under one page.
 - a. Why is Unitarian Universalism meaningful to you? What impact has it had on your life?
 - b. What makes you uniquely you? What are you really good at? What do you want to get better at?
 - c. Share three random facts about yourself.
 - d. If you were to propose a resolution or declaration for the United Nations to adopt, what would it be about? What about your world do you want to change?
 - e. What do you want to make sure we know about you, your experience, passions, etc.?

Submission

Submit your application by **September 11, 2018** to unitednations@uua.org as a .doc or .pdf attachment. Please also provide a link to the video in both the body of your email and in the text attachment. If you are having difficulty submitting your application in this way, please call (617)948-4311 or email unitednations@uua.org for assistance/alternative arrangements.