Spring 2018 – Undergraduate Student Employment Application
University of Illinois - Child Development Laboratory

Today’s Date ________ Name ________________________________
Local Phone # ___________ Email Address ______________________
Date of Birth ___________ Year in School - Fr So Ju Sr
Major Area of Study ________________________________
Date Submitted __________ Referred by _______________________
Previous practicum placement: Yes/ No & Name or Course
number: __________ and Semester: __________________________
(Example: Yes; HDFS 494; Fall 2015)

PLEASE READ THROUGH THE ENTIRE APPLICATION PRIOR TO COMPLETING THE APPLICATION AS THE
LAST PAGE OUTLINES THE PROCESS AFTER APPLICATION SUBMISSION.

List all previous work and volunteer experience you have that involved supervising or
caring for children under the age of 6 years. Please include the duration of the
experience and your responsibilities.

What is/are your reason(s) for wanting to work at the Child Development Lab?
Describe your **work ethic**, your understanding of the **commitment** you make when you accept employment working with children, and the most effective way for you to receive **performance feedback**.

Explain how you introduce yourself **into** a new group of children.

Scenario Questions: Please explain what you do:

*Please provide an answer to all 3 situations.*

1.) When an infant is crying:

2.) When a 2 year old child is running around the classroom knocking over everything and everyone in his/her path

3.) When there is a disagreement between two 4 year olds about who gets to play with a toy.
We are looking for student employees to work primarily during the following times during the week. Please mark with an “X” under the days and times which you can work on a consistent weekly basis during the spring semester (Jan. 16- May 11, 2018).

We also have **Permanent Substitute** hours that we need to fill on a Monday-Friday, 8:30-5:45 basis. On the **Permanent Sub lines please list any blocks of time, 2 hours or larger, when you could work.** The times do not have to be the same each weekday nor do you have to be available each weekday, you do however have to be available the same hours each week throughout the fall.

Sometimes, the availability you have doesn’t match the shifts we need filled. It may be determined to offer you a position in the capacity of an ‘on-call substitute’. These are not guaranteed hours. Each week I send out a weekly email to all student employees, listing shifts that we need help getting filled for the following week. You would have the opportunity to pick up shifts on a weekly basis (within the guidelines of the 28 hour max per week and your class schedule.)

**Those blocks with ‘NO’ noted in them indicate that the shift listed at the left is not available that day.**

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<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
<th>Fri</th>
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<tbody>
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<td>10:30-2:30 ECDL Kitchen</td>
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<td>Permanent Sub (list hours you are available- ex: 8:30-10:00; 10:30-1:00 or 2:00-5:30, etc.)</td>
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Student Signature _____________________________________________

We will review applications and offer interviews/information meetings to those whose applications are of interest to us. **If you are not contacted by the end of the second week of classes or within 3 weeks of submitting your application to us, you were not selected for an interview.** If this is the case please do not reapply in upcoming semesters unless you have significant additions to your education or work experience in the early childhood education field. Thank you for your interest in our program!