

Youth Justice Leadership Institute Application Checklist

To apply to the Youth Justice Leadership Institute, please complete the following:
☐ Step 1: Review our <u>frequently asked questions (FAQ)</u> . You can also join one of our <u>informational sessions</u> to learn more about the program.
 Informational Session #1: Friday, March 15th, 2 p.m. ET/ 11 a.m. PT via IG LIVE RSVP
 Informational Session #2: Wednesday, April 3rd, 3 p.m. ET/ 12 p.m. PT via Zoom REGISTER
☐ Step 2: Fill out the <u>Contact Information Form</u> so we know how to reach you with updates and announcements.
□ Step 3: Your organizational affiliate, which is typically your employer, will provide you in-kind support throughout the fellowship. This may include work space, access to technology and office equipment, access to staff or volunteer development resources, and resources for information on advocacy efforts. You need not be an employee of the organization, although we find that an employer/employee relationship is often the most productive for the Institute. Serving as the organizational affiliate only requires a willingness to support and involve the fellow as fully as the organization's available resources will allow.
If you are currently employed by the organization that will act as your organizational

affiliate, have your Executive Director or CEO complete the Organizational Affiliation

Form. You need not complete the Employer Affirmation form.

If you are not currently employed by an organization serving or advocating for those directly affected by the youth justice system, or in a related field, you must identify a youth-serving organization to act as your affiliate for the program. Ask the Executive Director/CEO to submit the <u>Organizational Affiliation Form</u>. Then you must also speak with your current employer about your interest in the fellowship and the time commitment. Have your current employer complete the <u>Employer Affirmation Form</u> and return it to you.

Each of these forms will need to be submitted with your application. Please allow enough time to have these forms completed by the deadline of April 29, 2024, at 11:59 PM EST.

Step 4: Identify two nominators that can speak to your leadership potential and have

Step 4: Identify two nominators that can speak to your leadership potential and have
them submit nomination forms using this online form: YJLI 2024 Nomination Form.
Nomination forms must be submitted by Monday, April 29, 2024, at 11:59 PM EST in
order for your application to be considered complete.

☐ Step 5: Complete the application online using <u>2024 YJLI Application Form</u> by Monday, April 29, 2024 at 11:59 PM EST. If you require an alternate method to submit your application, please contact Amore Alvarenga at <u>amore@nyjn.org</u>.

Quick Links:

- 2024 YJLI Application Form
- Contact Information Form
- YJLI 2024 Nomination Form
- Organizational Affiliation Form
- <u>Employer Affirmation Form</u> (of the organization you will be affiliated with is not your employer)