



COLLEGE OF AGRICULTURE AND LIFE SCIENCES  
AGRICULTURAL, LEADERSHIP,  
AND COMMUNITY EDUCATION  
VIRGINIA TECH.

**Virginia Governor's School for Agriculture**

276 Litton Reaves Hall  
Blacksburg, Virginia 24061  
540.231.1003  
agschool@vt.edu

The Virginia Governor's School for Agriculture is seeking qualified applicants for teaching assistant positions (also known as Governor's School Program Leader, or GSL) for the summer 2023 program. Days of work will be June 21 to July 23, 2023.

If interested in this unique opportunity, please complete and submit the following items:

- employment application
- resume
- cover letter stating your interests and qualifications for the position

Please submit all required documents to the Virginia's Governor's School for Agriculture via email at [agschool@vt.edu](mailto:agschool@vt.edu) no later than Friday, February 24, 2023.

### **Overview of GSL Responsibilities**

The GSL is the heart of the Governor's School for Agriculture (GSA). The GSL is the person who interacts on a continuing and personal basis with small numbers of GSA students, providing instruction, mentorship, and assistance to the Governor's School students. The GSL plays a critical role in ensuring the Student Code of Conduct is adhered to at all times, and ensuring the personal safety of all Governor's School for Agriculture students. Other roles include providing administrative and other support as directed by the Director or On-site Director. GSL's will be selected for their academic ability, enthusiasm, potential as instructional assistants, and leadership. Please see page 2 for a full position description.

For further information or to access an application, go to the [Virginia Governor's School for Agriculture](https://www.vgasa.org/) website.

Sincerely,

*Brett Milliken*

Brett Milliken

Director

Virginia Governor's School for Agriculture



## **Virginia Governor's School for Agriculture Leaders Position Description**

The Virginia Governor's School for Agriculture seeks Governor's School Leaders (GSLs) to help support 100 talented and gifted youth from across the Commonwealth grow in their understanding of agriculture, have a college preparation experience, and to build a safe and fun environment for all students.

### **What does a GSL do?**

The GSL position is one of many hats. GSLs work days are long, running from at minimum breakfast till the after bed- check staff debrief at 11pm. Days are action packed with GSLs having varied responsibilities including ensuring the whereabouts and safety of 100 high-school students, supporting high-school students' efforts to conduct academic literature reviews which result in a paper, poster, 3-D print, and brochure; facilitate social activities that range from athletic activities, scavenger hunts, panel discussions, cookouts, field trips, farm visits, etc. GSLs are responsible for supporting the emotional well-being of students who are away from home, living in communal spaces, and are away from home for the first time. GSLs share the role of friend, parent, teacher, and disciplinarian. This role is as challenging as it is fun and rewarding.

### **GSLs need to be willing and able to:**

- Stay in the residence halls when students are on campus.
- Facilitate and support in-person learning activities.
- Have a valid driver's license and be willing and able to drive a 12-passenger van.
- Be comfortable being in a leadership role for high-school aged youth.
- Support youth learning in formal classroom and non-formal social settings.

### **Required Skills & Basic Qualifications:**

- GSLs do not need to have formal education in agriculture or education, however, they do need to have completed at least one year of college, and turned 18 years of age (21 years of age or older is preferred).
- GSL's do not have to be current students, however, professionals in related fields are preferred.
- GSLs must be able to respond to direction by supervisor and peers alike in a very dynamic environment.
- GSLs are required to regularly demonstrate high-levels of critical thinking and problem-solving skills in their work with youth, and in orchestrating programmatic logistics.
- GSLs need to have strong academic writing and critical analysis skills.
- GSLs need to have stamina and a commitment to excellence in order to be successful.
- GSLs need to be able to use Zoom and Google Drive with a willingness to learn and use other technology to implement a successful program.
- GSLs must pass required background checks for employment.

### **Preferred Qualifications and Experience:**

- Experience with teenagers in a non-formal residential or day camp setting, or previous teaching experience is strongly preferred.
- Formal training in technical writing is strongly preferred.
- Hands-on experience with, and a passion for, the agriculture industry is preferred.
- A passion for youth development in the context of agriculture is preferred.

### **Benefits**

The GSL base pay is \$2,100, with free room and meals on the VT campus on the days students are on campus. Increases to the base pay will be provided incrementally in steps of \$160 to those with previous experience as a GSL, and to those who have a bachelor's degree. The GSL employment contract runs June 21 – July 22. GSLs receive two days off per week, starting the second week of the program.

## Application for Employment

### VIRGINIA GOVERNOR'S SCHOOL FOR AGRICULTURE

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

214 LITTON REAVES HALL

BLACKSBURG, VA 24061

(540) 231-6836

agschool@vt.edu

The Virginia Governor's School for Agriculture is an equal opportunity employer. We encourage all persons to file applications with us. We and Virginia Tech do not discriminate against employees, students, or applicants on the basis of race, sex, disability, age, veteran status, national origin, religion, political affiliation or sexual orientation.

All job offers are contingent upon the successful completion of a background process, which may include a police records check.

Please print legibly, this application is part of the examination process, resume must be attached, but is no substitute for completing this application.

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State \_\_\_\_\_ Expiration Date/Restrictions \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you a legal alien? YES ☐ NO ☐

Are you related to anyone working with the Governor's School or Virginia Tech. YES ☐ NO ☐ If yes, provide the name of relative, relationship, and department. \_\_\_\_\_

Have you ever been convicted of a misdemeanor or felony by court of law or military tribunal? YES ☐ NO ☐

If yes, explain:  
Employment will depend upon the nature of the offense, and the conduct of the applicant since the offense was committed. \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

Current Level: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Masters ☐ PhD

From: \_\_\_\_\_ To: \_\_\_\_\_ Major: \_\_\_\_\_ Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? ☐ YES ☐ NO Degree: \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

## Experience

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? ☐ YES ☐ NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES ☐ NO ☐

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

*I hereby certify that all statements made in this application are true and complete to the best of my knowledge, and I understand that false statements are cause for rejection of application, removal of name from eligible list or dismissal from position with the governor's school for agriculture.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_