

NCA Leadership Instructor Application

Note: Applicant must turn 18 years of age by end of May.

Accepting applications beginning November 1st.

All applications must be postmarked by : **January 31st , 2022.**

For more information, please call 214-564-8185.

To apply, please submit the following with this form:

1. One recent full body picture
2. Three letters of recommendation on official letterhead – written by a sponsor, teacher, dance instructor, coach, employer, etc. Each sealed in its own envelope and must contain the writer’s contact information.

All applicants will be contacted regarding a personal interview.

Mail these items to:

NCA Leadership

Attn: Genie Royal

5610 Exeter Dr., Richardson, TX 75082

Your application will not be processed until all items are received.

You will be notified of employment status between March 1st & 15th.

Please type of clearly print the following:

Home Information

Name _____

Address _____

City, State, Zip _____

Cell Phone (with area code) _____

Email Address _____

School Information

I am currently in (check one) HS/College/Graduate

- High School (must be a Senior to apply)
Which college or university are you planning to attend?

- College – Current College Classification (check one)
- | | |
|--|------------------------------------|
| <input type="checkbox"/> Freshman | <input type="checkbox"/> Sophomore |
| <input type="checkbox"/> Junior | <input type="checkbox"/> Senior |
| <input type="checkbox"/> Graduate School | |

Major in School: _____

- Graduated – Occupation is: _____

Your living address at your college/university if you do not live at the home address already listed:

Address _____

City, State, Zip _____

Cell # _____

I would like my information sent to: Home School

Personal Information

Do you currently cheer for the school listed above? Yes No

Birth date: ____/____/____ Must be 18 by May

Stunting Position: Top Person Base Either

Do you tumble? Yes No

List any injuries or health problems you have which may affect your ability to work:

Camps Attended in previous years:

Camp Location / Year / Company (NCA, UCA, etc)

Fill out both sides of this form and return to address listed above. Your application will not be processed until all items are received.

OFFICE USE ONLY: do not write in this space

Camp _____

Date Application Given _____

Head Instructor _____



NCA Leadership Instructor Application



Please list your honors, awards, activities, hobbies, and special talents (academic, community, and athletic)

What other leadership positions do you hold outside of cheerleading?

Have you had a job before? If yes, what? What were the professional expectations?

What qualities do you possess that make you a good leader?

Any other information you want to share:



2022

NCA LEADERSHIP

Frequently Asked Questions:

✓ ***How will I be notified if I am hired?***

You will be notified by mail between March 1st & 15th of your employment status. Staff is hired in each region based on the number of returning veteran staff and the number of camps projected for the summer. If you are selected as a New NCA Leadership Instructor, you will be sent a comprehensive packet of information that will contain paperwork and detailed information on all areas of instructing summer camps for NCA.

✓ ***If hired, how will I be trained?***

All NCA instructors attend a mandatory Staff Training Meeting that will take place in the month of May. This extensive meeting will cover all aspects of your job as an instructor (policies, procedures, teaching methods, safety, etc.) NCA will help to coordinate transportation to and from the Staff Meeting, and all expenses are taken care of for the meeting.

✓ ***If hired, how will I be staffed for camps?***

Your availability during the summer will be the biggest factor in determining how many camps you will have on your initial schedule. We request that you be available for at least 5 full weeks during the summer (all of June) You will be scheduled for camps within a 6 to 8 hour radius from your home address, and we will attempt to give you as much information as possible to set up travel with other instructors. Travel is a required part of the NCA Instructor position, and you are ultimately responsible for getting yourself to and from camp. The more flexible you are, the more camps you will receive throughout the summer. Camps that grow in enrollment and the addition of Home Camps will allow you to add camps continuously throughout the summer as your schedule permits.

✓ ***How much will I get paid?***

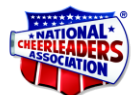
The NCA pay scale is based on each state's minimum wage, experience in performing and teaching and will be set once you are hired. Once at camp, all lodging and meals will be paid for by NCA. On top of your base pay, you will receive non-taxed expense money per camp for travel and additional meals. If you are asked to travel a longer distance and you go beyond the fixed amount, you will be reimbursed through an expense report. If you are scheduled for a Commuter, Day Camp, or a Home Camp, you will be housed in a hotel and given more expense money since you will be on your own for more meals. You will be trained on all these procedures at Staff Meeting.

✓ ***Is the NCA Instructor position year-round?***

Although the summer has the heaviest volume of camps, NCA has much to offer throughout the entire year. Regional and National competitions are held all over the country, and staff members play a vital role in the success of these events. NCA also recommends staff members for judging and choreography throughout the year, which helps you to earn extra money for school.

We look forward to reviewing your application.

Be sure to turn in complete and professional paperwork by the deadline!





✓ **POSITION OVERVIEW:**

NCA Staff is an exciting opportunity for you to develop professionally in a field you love! Our instructors are some of the most talented and personable cheerleaders in the nation. The NCA Staff takes great pride in being part of an amazing family of instructors that span the country and positively affects the lives of thousands of cheerleaders every year. The honor of being an NCA Staff Member is one that can open many future professional doors for you if you commit to the job and give 100% throughout your career.

As a member of NCA Staff, you will have the opportunity to wear many different “hats” both during and after camp. As the industry progresses and changes, so does your job. Each year that you are invited to return to NCA will bring more responsibilities and opportunities that can be beneficial in your future as you attend college and interview for jobs. Below are some expectations, responsibilities, and benefits should you be chosen for this amazing opportunity.

✓ **AS AN NCA STAFF MEMBER, YOU WILL BE A:**

- **Teacher:** 90% of this job is teaching – ensuring that cheerleaders who attend camp understand, comprehend, and retain the valuable information you provide. Camp is all about the camps and how well they learn and grow from the experience with you.
- **Mentor:** You set the example as you teach values, hard work, dedication, perseverance, and determination.
- **Customer Service Representative:** The key to success in customer service is to communicate, be proactive, attend to the needs of your customer and ALWAYS be positive.
- **Evaluator:** You will have the opportunity to give immediate verbal and written feedback on several performances throughout camp.
- **Performer:** It is imperative to maintain your technical ability and performance quality. You will be demoing cheers, chants, stunts, and various skills in front of the camp.
- **Competition Crew:** Throughout the competition season, you will be contacted to help work and/or judge regional competitions for NCA and other local/state organizations.
- **Recruiter:** You can spread the word about our camps and recruit new teams to NCA each year.





✓ **EXPECTATIONS OF NCA STAFF**

- Submit personal paperwork to your Staffing Director in the NCA office.
- Proactively communicate with customers and Staffing Director in a professional manner, both in verbal and written communication, i.e.: respond to all emails, texts, and calls within 24 hrs.
- Learn and perfect all camp material from the provided curriculum link before attending your Staff Meeting.
- Attend your Staff Meeting for training on teaching skills, performance skills, NCA technique, and NCA policies.
- Commitment to the NCA camp schedule you are assigned (based on the availability you provide) with flexibility to change or add as enrollments change throughout the summer.
- If unable to work a camp for which you are scheduled, you must find a replacement.
- Represent the best values of NCA in all situations.
- Car available – it is possible you could drive 6-8 hours to a camp.
- Organize carpool arrangements to and from the assigned camp(s).
- Display exemplary teaching and motivational skills to not only the camp participants and coaches, but also your fellow NCA staff members.
- Being prepared for every class.
- Teach or demo camp material at a professional level.
- Completion and submission of final camp paperwork.
- Ongoing improvement of technical, teaching, motivational and interpersonal skills.

✓ **BENEFITS FOR NCA STAFF:**

- Instructor salary.
- Per diem to cover meals and travel expenses.
- Exposure to choreography opportunities.
- Marketable professional skills such as public speaking, staff, and team management.
- Networking opportunities.
- Learn and teach innovative NCA curriculum to athletes and facilitate team bonding.
- Staff discount in the Varsity Store.
- Special Event invite opportunities.
- Memories that will last a lifetime!

