

# The Visor

## Staff Application



*Return all applications to Ms. Colucy in Room 130—deadline: January 27<sup>th</sup>, 2025, by 3:00 p.m. Applications without including a writing sample will NOT be considered.*

*The Visor* needs creative, goal-driven, involved students interested in quality journalism. Before filling out this form, ensure you meet the requirements of a Visor staff member.

You must be able to:

1. Maintain a B or better in English courses
2. Meet deadlines (no exceptions)
3. Work well with a team
4. Spend time outside of school/class to work on the newspaper
5. Take responsibility seriously
6. Submit a writing sample of previous academic writing

Being a member of a team for a school publication is an honor. Journalists are the recorders of the truth, and to report the truth, you must exude responsibility and integrity. With this in mind, if you are willing to prioritize the school newspaper during your academic career at Hoban, **please fill out the information below.**

Name \_\_\_\_\_ Grade level \_\_\_\_\_

Email address \_\_\_\_\_

English teacher's name \_\_\_\_\_

Current English grade \_\_\_\_\_

In which activities would you be most interested? **Circle up to three.**

Newspaper design and layout

Media Team (social media & website)

Photography

Sports Writing

News Writing

Cartoon Design

Editorial Writing

Entertainment Writing

**Please attach a current academic writing sample.** This may be an essay you completed in one of your English classes or another class here at Hoban. This can be hand-written or typed and should be stapled to this application form.

In the space provided below, explain why you want to be a staff member in two paragraphs. Discuss why you would be an asset to the newspaper and the team. Also, discuss your strengths and weaknesses so that I may find a position that suits you and your talents.

Please read – **Very important information**

This contract is an agreement that I am willing to commit to *The Visor*. I will be responsible for learning new skills and applying them to the production of the paper. I know that I must devote time outside of school to accomplish these tasks and be able to spend extra time to meet deadlines. By signing this application, I agree to dedicate myself to the publication and the other staff members to produce a newspaper of the highest quality possible.

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Student signature and date

## (For Office Use Only)

**Teacher**—Please complete the back of this page as accurately as possible. Place an X in the appropriate space.

Check the one that best applies	All of the time	Some of the time	Almost Never
Demonstrates independence/Self Motivation	_____	_____	_____
Meets deadlines	_____	_____	_____
Displays strong content knowledge	_____	_____	_____
Surpasses grade level expectations in their integration of text evidence in writing, paragraph organization/ construction, and topic sentence and thesis construction.	_____	_____	_____
Demonstrates a sense of individual voice and style in writing and discussion	_____	_____	_____
Not only comprehends material, but critiques/analyzes it	_____	_____	_____
Uses technology strategically and capably	_____	_____	_____
Participates in class	_____	_____	_____
Absent/tardy to/from class	_____	_____	_____
Reaches out to teacher for missed work when absent, gets caught up in timely fashion	_____	_____	_____
Thinks critically/asks questions	_____	_____	_____
Stays on task in class	_____	_____	_____

Do not recommend with confidence

Recommend with great confidence

Your recommendation of the student 0 1 2 3 45

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Teacher comments:

Teacher Signature: \_\_\_\_\_