

# HOLY FAMILY KAIROS LEADER APPLICATION

K28 – November 8-11, 2019 | K29 - February 14-17, 2020

Thank you for considering leadership within this ministry. Our world and community needs committed leaders, not only within Kairos, but in the classrooms, schools, within our parishes, amongst our friends, and in our families; leaders who have a positive influence in their everyday lives. Thank you for taking the messages of Kairos and the messages of our faith to heart and living them out each day.

**LEADER APPLICATIONS ARE DUE ON OR BEFORE  
→ TUESDAY, APRIL 16TH, 2019 • 7PM ←**

## **PLEASE NOTE:**

If you are selected to be a part of the K28/K29 Leadership Team, the first mandatory team meeting will be  
**Wednesday, May 29<sup>th</sup>, 2019 • 6pm**

All applicants will be notified of acceptance by May 13, 2019

## **KAIROS LEADER APPLICATION CHECKLIST**

ALL PARTS OF THE APPLICATION ARE DUE ON OR BEFORE  
**April 16, 2019 AT 7PM**

\_\_\_ Part 1: CODE OF CONDUCT

\_\_\_ Part 2: INFORMATION AND PARENT PERMISSION

\_\_\_ Part 3: ESSAY

\_\_\_ Part 4: IN PERSON 15MIN INTERVIEW

\_\_\_ Part 5: ADULT RECOMMENDATION\*

\_\_\_ Part 6: PEER RECOMMENDATION\*

\_\_\_ Part 7: COUNSELOR APPROVAL DOCUMENT (IF NEEDED)

\*Recommendations must be submitted to the parish directly from those who are recommending you. It is your responsibility to give them the form and follow up so that the recommendations are turned in by the April 16<sup>th</sup> deadline. Recommendations can be mailed, dropped off, or emailed to Holy Family.

Holy Family  
2515 W Palatine Rd  
Inverness, IL 60067  
Attn: Kairos

[Kairos@holyfamilyparish.org](mailto:Kairos@holyfamilyparish.org)

### **\*\*\* IMPORTANT\*\*\***

ALL COMPONENTS OF THE APPLICATIONS MUST BE TURNED IN ON  
TIME. THERE ARE NO EXCEPTIONS.  
INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED FOR  
LEADERSHIP.

## CODE OF CONDUCT AGREEMENT

Dear Applicant for the Holy Family Kairos Leadership Team:

We are so excited that you are interested in becoming a Kairos leader. Discerning this process and stepping out in your faith in this way is a big testament to your character and dedication to this program and serving others. We are so proud of you and wish you luck and peace in this process. Please keep in mind that while we can only accept a limited number of applicants to the leadership team, God has a plan for each of us, and we must trust Him in this process.

If you are chosen for Kairos Leadership, please understand that becoming a Leader is a major commitment of your time and energy, in the preparation of, running of, and commitment to remaining involved after the retreat. However, most importantly, it is a commitment to try to live “as a follower of Christ” or “disciple of Jesus”, in all aspects of your life, in a way that is consistent with the Kairos message. It means being honest in your efforts to know yourself. It means living life as a Christian, being a leader who influences in positive ways, and putting your love into action. It means putting time into your relationship with God. It means living with integrity and calling your peers to do so as well. Kairos leaders are not expected to be perfect, but they *are* expected to take their relationships with themselves, others, and God seriously - and to never stop challenging themselves to grow and live the fourth and in being an active Catholic.

As Christians, we are *all* called to live in this way. As Kairos leaders, we become *public* advocates for our faith and our Christian Community. We are making a public statement and commitment to live as followers of Christ and help and encourage others to do the same. We become representatives of Holy Family and the Kairos community and program as a whole. Because of this, as a Kairos leader, we are asking that you abstain from any illegal activities, drinking, drugs, and sexual behavior. Again, we are not asking for perfection, but as role models in our Christian Community we are asking that you take this leadership position seriously and strive daily to do better than the day before. Also note that past behaviors or struggles do not exclude you from leadership, however, we strongly encourage you to be honest with yourself and what we are asking of you before you sign this Contract.

Submitting an application for Kairos says that you understand these things, that you are committed to trying to live in accordance with them, and that you are willing to face the challenges that this involves.

**IF YOU AGREE TO LIVE IN ACCORDANCE WITH THE ABOVE STATEMENTS, PLEASE SIGN HERE:**

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PRINT NAME

SIGNATURE

KAIROS LEADER APPLICATION PART 2

**GENERAL INFORMATION AND PARENT PERMISSION**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Phone Number

\_\_\_\_\_  
Cell Phone Number

Are you Catholic? Yes [ ] No [ ] What parish do you belong to? \_\_\_\_\_

If not Catholic, what religion do you practice? \_\_\_\_\_

What other retreats/mission trips have you been on apart from Kairos? \_\_\_\_\_  
\_\_\_\_\_

Do you attend mass? Yes, every week [ ] most weeks [ ] about once a month [ ] not too often [ ]

How else are you involved in your parish (include peer ministry, volunteering/outreach, Eucharistic minister, passion play, Mission Trip, FoF, Drop In, NCYC etc.)?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Leadership experience: \_\_\_\_\_  
\_\_\_\_\_

Experience leading/facilitating groups: \_\_\_\_\_  
\_\_\_\_\_

Service completed in last 6 months: \_\_\_\_\_  
\_\_\_\_\_

Have you received professional counseling for any personal issues in the last year\*? Yes [ ] No [ ]

\*Receiving professional counseling does not disqualify you in any way for leadership consideration!

**\*PLEASE NOTE\***

Any applicant that *has* seen a professional counselor in the last 12 months must have their counselor read and sign off on the attached Counselor Approval document stating that he/she believes that leading a Kairos retreat is something you are capable of and is in your best interest.

An electronic version of this document can be found on the Holy Family website at <https://holyfamilyparish.org/kairos/>. This must be turned in with the rest of your application.

## AVAILABILITY

A variety of factors affect the discernment of who makes up the individual Kairos teams, schedule being one of them. Please keep in mind that your inability to lead one of the retreats due to a **legitimate conflict** does not disqualify you from leadership.

Are you available to lead either one of the retreats with no conflicts? Yes [ ] No [ ]

If you are unable to lead one of the retreats due to a conflict, please indicate that below:

I am **not** available to lead: Kairos 28 [ ] Kairos 29 [ ]. My conflict is due to:

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Please list the extracurricular, athletic, employment commitments, and family vacations you will have in the Summer and early Fall 2019 and early Winter 2019/2020 and the weekly time requirement of each one:

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## PARENT PERMISSION

Leading Kairos is a large commitment in time, energy, faith, and growth. In order to have a successful retreat and leadership team, we need the support of the parents of each of our leaders.

The following is a brief overview of the responsibilities your teen would be responsible for between now and the retreat, should he/she be chosen for Kairos leadership:

- 11 mandatory meetings – 2 to 4 hours each (approx. 32 hours total)
- 1 overnight lock-in on a weekend leading up to the retreat (approx. 5pm – 8am the next morning)
- 1 Parent/Leader potluck dinner (approx. 3 hours)
- Writing a 10-12 page (approx. 16-20 min verbal) talk – This includes reading and reviewing the provided talk outline and sample talks, writing the talk, practicing delivering the talk aloud, and revising the talk. (the time commitment this takes varies from teen to teen, but is *always substantial*)
  - 2-4 meetings with an adult talk mentor (1-2 hours each – approx. 3-5 hours total)
- Time spent in prayer for themselves, their leadership team, and the retreatants
- \$180 Retreat Fee to cover housing and food for the actual Kairos Retreat Weekend. Payment plans are available.

The retreat itself is a 4-day long retreat in which your teen would be required to remain at Cabrini Retreat Center for the duration of the weekend. The Kairos 28 dates will require your teen to miss school on Monday if he/she is chosen for the Fall team.

**I give permission and support my teen's commitment should he/she be chosen as a Kairos leader.**

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Parental approval and signature for Kairos Leadership

Date

## **KAIROS LEADER APPLICATION PART 3**

### **ESSAY**

Kairos is a vehicle to learning about yourself and your relationship with God, especially how you've grown in your faith and how God has revealed himself to you throughout your life. In this next section, we are looking for you to show authentic and honest self-reflection through a short essay. Struggles and doubt are a part of growing in our faith and being able to reflect on these in a real way allow each of us to connect better with others as leaders. Rest assured that we are truly looking for authenticity and self-awareness, not for perfection or the biggest tragedies. Be true to who you are and who God created you to be.

**ESSAY:** The response to the prompt should be no more than 1.5 pages in length and should be typed and double spaced. Please respond to the following prompt:

**HOW HAVE YOU, BOTH PAST AND PRESENT, MAINTAINED YOUR PERSONAL RELATIONSHIP WITH JESUS AND WHY DO YOU WANT TO BE A KAIROS LEADER?**

## **KAIROS LEADER APPLICATION PART 4**

### **INTERVIEW**

A 15 minute in-person interview with the Kairos Leadership Discernment Team is also a part of the selection process. You do not need to prepare for this interview!

Just come with an open heart and an open mind.

There will not a quiz about Kairos facts or Yahweh conversion methods!

**Please sign up for an interview slot here:**

(insert sign-up genius link here)

**KAIROS LEADER APPLICATION PART 5**  
**ADULT RECOMMENDATION**

**Applicant:** Please give this form to an adult over the age of 23 who is not a member of your immediate family and can speak to your faith life. Catechists, Kairos adult leaders, Confirmation sponsors, and mission trip chaperones are a few of the choices for the adult recommendation. Picking someone who understands Kairos is helpful if that is possible.

**Adult:** Please fill out the recommendation below as completely and honestly as possible and return it on or before April 16, 2018 at 7pm. Responses must come directly to the parish in one of the two following ways:

- **email to:** Kairos@holymfamilyparish.org
- **in a sealed envelope to:** Holy Family, Attn: Kairos  
 2515 Palatine Rd  
 Inverness, IL 60067

An electronic copy of this recommendation can be found on our website at <https://holymfamilyparish.org/kairos/>

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Applicant Name

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Adult name and parish	Phone	Email
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Length of contact and relationship to applicant

**Leadership talents or responsibilities observed in teen – please complete the following chart.**

	Not Known	Below Average	Average	Above Average	Top 5%
Witness of faith					
Integrity & Character					
Written Communication					
Oral Communication					
Leadership & Initiative					
Follows Direction					
Relates well with peers					
Openness to others					
Compassion & Sensitivity					
Generosity & Service					

**On the back of this form, or on an attached sheet, please comment on why this teen should be considered for Kairos leadership. Please note that Kairos leaders give substantial witness talks and lead small group discussions on this Catholic retreat.**

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Signature

**KAIROS LEADER APPLICATION PART 6**  
**PEER RECOMMENDATION**

**Applicant:** Please give this form to one of your peers who is not a member of your immediate family and can speak to your faith life. Co-peer ministers, Kairos group leaders/members, friends who you have done service with are a few choices for the peer recommendation.

**PEER:** Please fill out the recommendation below as completely and honestly as possible and return it on or before April 16, 2018 at 7pm. Responses must come directly to the parish in one of the two following ways:

- **email to:** Kairos@holymfamilyparish.org
- **in a sealed envelope to:** Holy Family Attn: Kairos  
2515 Palatine Rd  
Inverness, IL 60067

An electronic copy of this recommendation can be found on our website at <https://holymfamilyparish.org/kairos/>

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Applicant Name

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Peer Name and school/parish

Phone

Email

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Length of contact

**Leadership talents or responsibilities observed in applicant – please complete the following chart**

	Not Known	Below Average	Average	Above Average	Top 5%
Witness of faith					
Integrity & Character					
Written Communication					
Oral Communication					
Leadership & Initiative					
Follows Direction					
Relates well with peers					
Openness to others					
Compassion & Sensitivity					
Generosity & Service					

**On the back of this form, or on an attached sheet, please comment on why this teen should be considered for Kairos leadership. Please note that Kairos leaders give substantial witness talks and lead small group discussions on this Catholic retreat.**

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Signature



## COUNSELOR APPROVAL DOCUMENT

March 20, 2019

Dear Counselor:

Your client has asked to participate and lead a four day long spiritual retreat. We are committed to the health and welfare of all of our participants, and ask you to provide a recommendation about his/her participation. While we cannot anticipate all the stressors a participant may encounter, the information below will help you understand the demands of the program.

The retreat is led by a group of high school seniors and supported by an adult team. The retreatants are high school juniors and seniors. All the leaders have participated in the retreat as a retreatant the previous year. The format is a series of large group talks and prayerful activities inter-mixed with small group discussions. Leaders generally will:

- Give a 20 minute personal witness talk in front of 60 teens and adults.
- Share very personal life stories within the larger retreat group and smaller group.
- Listen to and support retreatants and they share their own faith and personal life stories. Some of these are stories of loss, abuse, and sexual assault. Leaders need to be able to respond in an empathic way while not letting their own issues, which may be triggered, get in the way.

Thank you for taking time to evaluate and provide a recommendation regarding their participation on our Kairos retreat. Please reach out if you have any questions.

Sincerely yours,

Amy Hodson  
Kairos Retreat Director  
(847) 907-3446

I feel that my client \_\_\_\_\_ would be able to effectively meet the requirements of a Kairos retreat leader.

Signature \_\_\_\_\_ Name: \_\_\_\_\_

Please include any information below that you feel we should know in order to support your client in this role: