



Teen Board (TB) Application Packet

Ronald McDonald House of Connecticut
Emily Lopez, Volunteer and Guest Services Coordinator
860 Howard Ave, New Haven, CT 06519
Email: elopez@rmhc-ctma.org

Application Checklist

- ☐ Complete Teen Board application
- ☐ Collect two recommendation forms (ideally one recommendation from each category below)
 - ☐ School relationship (teacher/counselor/coach)
 - ☐ Community relationship (neighbor/work supervisor/club advisor/community member)

DEADLINE: Applications will be accepted through September 5, 2025.
Interviews for applicants will be scheduled in mid-September.

For consideration, please make sure your application is fully complete.
If you have any questions during the application process, please contact Emily Lopez,
Volunteer and Guest Services Coordinator at elopez@rmhc-ctma.org.

2025-2026 Program

- Each Teen Board **member is expected to attend meetings, activities and events.**
Members are expected to volunteer a minimum of 24 hours per year and are allowed three absences. Each member is expected to participate in at least 2 activities and/or 4 hours of service per month between September and May.
- **One meeting and activity per month (activity to follow the meeting).** Meetings are typically on Tuesdays at 4:00pm.
- **Completed application can be returned to the Ronald McDonald House of Connecticut**
in one of the following ways:
 - ★ Mailed to the House at 860 Howard Ave, New Haven, CT 06519
 - ★ Delivered to the House in person (7 days/8am-8pm)
 - ★ Emailed to elopez@rmhc-ctma.org



Teen Board (TB) Charter

Mission

The Ronald McDonald House Teen Board provides an opportunity for local high school students to support RMHC children and their families during their time of need. Our mission-based work is achieved through volunteerism, fundraising, and leadership development. As stewards of the RMHC our goals are to: Increase RMH publicity; Create community awareness; Coordinate and support fundraising events/efforts; Plan activities for the children and families; Learn more about the operations of a non-profit organization.

Composition

The TB shall be made up of grade 10-12 students from participating area high schools. The TB is a three-year commitment. Students will be chosen based upon prior leadership and service experience by a committee of current TB members and RMH staff. Application materials and interviews will be used to select TB members. Returning members must submit a letter to the RMH by June 1st stating their desire to remain on the TB for the next school year.

Meeting Structure

The TB will meet monthly from September through May with the exception of holidays and House conflicts. In addition, each member will have opportunities to lead service activities and attend TB signature events outside of regular meeting times.

Overview of Responsibilities

- Serve as school and community ambassadors for the Ronald McDonald House of Connecticut.
- Each member will be given the opportunity to facilitate a meeting, act as secretary and take meeting minutes, and report TB activities and updates to the Advisory Council at least one time during their commitment.
- Attend and actively participate in all meetings.
- Attend TB signature events and chosen service activities.
- Work towards raising funds for the House ie. car wash, dress down days, restaurant nights, bake sale.
- Embrace becoming an ambassador and educate others about the mission and activities of RMHC.



Teen Board Application

NAME: _____
Last First Nickname/Preferred

ADDRESS: _____

CITY, STATE AND ZIP: _____

CELL PHONE: () EMAIL: _____

NAME OF HIGH SCHOOL: _____

GRADE IN 2025-2026 YEAR: _____ BIRTHDAY: _____ T-SHIRT SIZE: _____

PRIMARY CONTACT PARENT/GUARDIAN NAME: _____

RELATIONSHIP: _____ EMAIL: _____

SECONDARY CONTACT PARENT/GUARDIAN NAME: _____

RELATIONSHIP: _____ EMAIL: _____

PART I (Please feel free to add a separate sheet for your response if needed)

Please tell us why you wish to join the Teen Board. What might you hope to gain from participating and getting involved?



Please share any volunteer or extracurricular activities you currently participate in, as well as past volunteer experience.

If you have been a part of any projects, groups or initiatives, please tell us about them. What skills allowed you to successfully execute this and what challenges did you face?

Tell us about your hobbies, interests, and what your passions might be?



PART II

The TB is responsible for supporting and raising funds for the House. We want to hear your ideas on how to make that happen!

Please share how you might work together with other TB members to fundraise for the Ronald McDonald House.



Ronald McDonald House of Connecticut Teen Board (TB) Recommendation Form

ATTENTION TEACHER/COUNSELOR/ACADEMIC MENTOR:

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Please review the Teen Board Mission Statement and answer the following questions regarding the named applicant. We appreciate your unique insight into the applicant's character, maturity, dependability and sense of responsibility. Upon completion, please return this form to the named applicant. We may contact you about your responses. Thank you for your assistance!

APPLICANT NAME:

YOUR NAME:

EMAIL:

PHONE:

RELATIONSHIP TO APPLICANT:

HOW LONG HAVE YOU KNOWN THE APPLICANT?

Please answer the following questions:

From your perspective, does the applicant complete assigned tasks in a timely manner?

☐ Yes ☐ No

In your opinion, does the applicant exhibit the maturity to work with peers and adults?

☐ Yes ☐ No

Please elaborate on the following:

How would you describe this applicant's sense of responsibility, reliability, and dependability?

Share with us any qualities you feel this applicant would bring to the Teen Board?

Signature_____ **Date**_____



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