

# POCONO MOUNTAIN SCHOOL DISTRICT APPLICATION FOR CLUB ADVISOR

\_\_\_\_\_ and (if applicable) \_\_\_\_\_  
(Name) (Employee ID #) (Name) (Employee ID #)

Would like to apply for the position of Club advisor for:

\_\_\_\_\_ during the \_\_\_\_\_ school year.  
(Name of Club)

This club will run from \_\_\_\_\_ to \_\_\_\_\_  
(Date) (Date)

Club Payment (CHECK APPROPRIATE BOX):

Single Advisor: Stipend will be prorated if less than 15 attendees for a minimum of 42 hours

OR....

Each Advisor Receives Stipend: Stipend will be prorated if less than 30 attendees for a minimum of 42 hours

Advisors Split Stipend

Date Submitted: \_\_\_\_\_

Sincere and active leadership must be provided to the program for a minimum of 42 total hours and supervision will be provided until all participants have departed school grounds. A prorated stipend may be provided. When a club attracts the minimum number of participants, the club will be conducted. A club participation report and attendance record will be completed and forwarded to the District Coordinator of Co-Curricular and Athletic Operations at the conclusion of each club in order for payment to be made.

**Please complete the following:**

BUILDING: \_\_\_\_\_

FACILITIES TO BE UTILIZED \_\_\_\_\_  
(Please check availability with Principal)

REQUESTED STARTING DATE \_\_\_\_\_

REQUESTED ENDING DATE \_\_\_\_\_

TIME AND DAYS \_\_\_\_\_

EQUIPMENT NEEDED \_\_\_\_\_

For Admin Use Only

Chain of Approval:

Principal

Coordinator

School Board