

## INSTRUCTIONS FOR COMPLETING THE CISV PITTSBURGH LEADER APPLICATION

**Application deadline is January 25, 2026, at 11:59 pm.** We will accept applications after the deadlines. However, preference will be given to those who have submitted their applications by the deadline.

Leaders must attend Local Leadership Training (date and location TBA) and National Leadership Training (time and location TBA). Carpooling with other leaders is preferred. CISV will pay for the training, which includes accommodations and meals, and your travel up to \$400.

Leaders will also be interviewed.

- ☐ **Leader Application:** Print and complete the [Staff/Leader Application Form](#).
- ☐ **Complete** the online [2026 Leader Application](#). Please enter all responses in the online form.
- ☐ **Leader Reference Form** copy, paste and share **LEADER REFERENCE FORM** via online link (below): <https://forms.gle/Pi11ohjuMTbhcPhD7>

Share with two referral sources:

- ☐ One to a colleague, co-worker or supervisor at current employer
- ☐ The second to a non-family member who knows you in a non-work setting (coach, family friend, etc.).

Request that the references be completed as soon as possible and submitted online.

- ☐ **Complete** the [Adult Volunteer/Chaperone Clearance Checklist for Pennsylvania Residents](#) and submit the following to Deb Dubina at [deb.dubina5775@yahoo.com](mailto:deb.dubina5775@yahoo.com)
  - ☐ PENNSYLVANIA CRIMINAL RECORD CHECK
  - ☐ PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE CERTIFICATE
  - ☐ Sexual Abuse Prevention Policy Acknowledgement
  - ☐ CISV USA Background Questionnaire

Please email [pittsburgh@cisvusa.org](mailto:pittsburgh@cisvusa.org) with questions or concerns.

Programs that need leaders: [Village](#), [Youth Meeting](#), [Step Up](#)