

Staff Application for Torch 2026-2027

IMPORTANT: Applications are DUE by 2:00 pm on Friday, February 6 and should be turned into Mr. Lenerz, the Torch Adviser. Finalist decisions will be posted at 2:00 pm on Tuesday, February 10 on the door of room 17-117. Finalists will then sign up for a brief, in-person interview that will occur February 11th, February 12th, or February 13th, with final decisions posted Monday morning, Feb. 16th.

NOTE #1: Approval of the adviser is required for enrollment in all of the following: Journalism I, II, III and IV (newspaper, broadcast or yearbook).

NOTE #2: Applicants who apply for newspaper journalism may also apply for broadcast or yearbook in case they don't get into newspaper journalism.

NOTE #3: Torch is 6th period. Please make sure that it doesn't conflict with any music electives you plan to take.

If you are not accepted to the Torch staff, would you like to be considered for Yearbook or Broadcast? (circle) Yes, Yearbook / Yes, Broadcast / No

Personal Info

Name _____ Current Grade _____

Student Cell _____ Parent Phone _____

Email _____ Parent email _____

Please answer all questions; you can attach a separate page if you need more space.

What activities do you participate in (clubs, sports, hobbies)? In which of these will you participate next year?

Have you held any leadership positions, and if so, in what capacity? (class officer, clubs, sports, etc.)

Do you have any computer experience? Please list all programs that you feel confident with, including: Microsoft Office, page editing (InDesign, etc.), photo editing software (Photoshop, etc.), graphic design programs (Canva, etc.), and others. The Torch uses mainly Adobe products.

Do you have outside photography or writing experience? Do you have experience in art or graphic design? Explain.

Do you feel comfortable communicating with people that you do not know (students, teachers, parents, businesses)?

What has been a favorite story on PVTorch.com and from the print Torch? Explain.

What do you hope to get out of Torch? (i.e. skills, goals, experiences)

Ethical journalism requires humanity and integrity, meaning AI isn't allowed under most circumstances. In your own words, why do you think that is and in what contexts should or shouldn't be used?

 By initialing here, you acknowledge that if accepted to Torch you will not use AI for including but not limited to this application, stories, edits, planners, layouts, graphics, photos, etc. If you do, you risk being kicked from the class.

Rank the newspaper sections 1-9 for which you prefer to write, **“1” being the most preferred and “9” being the least preferred** (note: all staffers write for all sections; however, we are trying to understand your preferences):

_____ News

_____ Science and Technology

_____ Entertainment

_____ Features

_____ Sports

_____ Humor

_____ Opinion

_____ Match

_____ Web

Which of these topics most interest you? (check all that apply)

_____ Writing/Reporting

_____ Photography

_____ Illustrations/Animation

_____ Business Management/Ad Sales/Distribution

_____ Computer Graphic Design/Photo Art

_____ Opinion/Editorial Writing

_____ Online content (and technical aspects like running a website/social media)

_____ Copy Editing (grammar, spelling, syntax)

_____ Broadcast/Video Editing

ATTACHMENTS

You must include all of the following with your application when you submit. **Unfinished or late** applications will not be accepted. Your teacher recommendations must be submitted by the TEACHER to Mr. Lenerz' box by the due date (Wednesday, February 11). This is your responsibility.

Packet Contents:

1. The completed application above.
2. Completed TWO short essays (typed on separate paper) which can be found **below**.
3. TWO teacher recommendations: your English teacher and a teacher of your choice. These forms are attached (the teachers have until Wed., Feb. 11 to return them).
4. A copy of your first semester report card (printed from Focus)
5. A sample of a writing assignment that you have submitted in your English class this year. It can be anything that has been graded by a teacher in your English class that you feel demonstrates your writing abilities.
6. OPTIONAL: Design work (ie: artwork, flyers, Spark design (if applicable), classroom project, etc.) you have done that you are proud of and would like to showcase. Submitting something here will not impact your application; it will just let us know your current skill level.

SHORT ESSAYS (At least 200 words each):

1. Why do you want to be a member of the Torch staff?

2. The Torch is a student publication. How do you respond to the leadership of other students? If you were asked to fill a leadership role on The Torch, what would be your own leadership style?

Teacher Recommendation Form

For Torch Staff Application

Teacher Recommendation for (student name) _____

Teacher's Name _____

Recently, this student has applied to be on the Torch staff, a position of responsibility, and the qualities listed below are essential to the staff.

Please rate how this student has demonstrated the following traits in your class:

5 being **excellent** (this student excels in this area)

4 being **above average** (this student does well in this area)

3 being **average** (this student demonstrates adequate performance in this area)

2 being **below average** (this student struggles in this area)

1 being **poor** (this student does not meet any of the characteristics of this area)

RESPONSIBILITY	5	4	3	2	1	N/A
ABILITY TO MEET DEADLINES	5	4	3	2	1	N/A
CREATIVITY	5	4	3	2	1	N/A
ORGANIZATION	5	4	3	2	1	N/A
ABILITY TO COMMUNICATE	5	4	3	2	1	N/A
PEER RELATIONS	5	4	3	2	1	N/A
OVERALL GRADE	5	4	3	2	1	N/A
INITIATIVE	5	4	3	2	1	N/A
USE OF CLASS TIME	5	4	3	2	1	N/A
LEADERSHIP	5	4	3	2	1	N/A
ABILITY TO ACCEPT CRITICISM	5	4	3	2	1	N/A
HONESTY	5	4	3	2	1	N/A

Do you recommend this student for Torch? Why or why not?

Any additional comments about this student?

Signature _____ Date _____

*** TEACHERS: PLEASE RETURN TO Chris Lenerz' BOX BY WEDNESDAY, February 11**

*** RECOMMENDATION FORMS WILL REMAIN CONFIDENTIAL**

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