

NEA ESP

Leaders for Tomorrow

Candidate Application

Name:

Submission Date:



NEA ESP Leaders for Tomorrow

TERMS AND CONDITIONS FOR ACCEPTANCE

What is NEA ESP Leaders for Tomorrow?

The NEA Leaders for Tomorrow (LFT) program is an intensive, hands-on leadership development program intended to train NEA Education Support Professionals (ESP) members to be strong local leaders. The program is a three session training process held over an eight month period that is open to dues paying NEA ESP members who meet the program's eligibility requirements.

Leaders for Tomorrow will train both current and future leaders in leadership attitudes, skills and knowledge that will enhance their ability to be a visible, vocal advocate at the local, state and national levels of the NEA.

NEA ESP Leaders for Tomorrow Eligibility Requirements

- Must be a current NEA ESP member
- Must have been an NEA member in good standing for at least the **past three years**
- Must complete application form and submit by the deadline
- Must commit to participate fully in all three sessions
- Must commit to utilize skills in their Local Association
- Application must include state affiliate president's signature acknowledging application

What will I learn?

The Leaders for Tomorrow program is a personal journey in which participants will engage deeply in skill building with highly respected national trainers using research-based training materials and adult learning techniques.

Program Objectives:

- Identify personal strengths and weaknesses and how to utilize them as a leader
- Identify their risk taking style, strategies to manage risks and how to deal with change effectively
- Learn the difference between assertiveness and aggressiveness
- Increase resiliency and coping skills
- Learn how to communicate effectively and how to create and deliver a presentation
- Learn how to accept personal feedback and build on identified areas needed for effective leadership
- Learn about the NEA structure, resources, culture and leadership growth opportunities within the organization.
- Learn how to advocate effectively
- Learn how to ask powerful questions and have crucial conversations

- Learn how to run an effective meeting
- Learn internal and external organizing skills
- Understand how to elevate ESP careers using the Whole Student philosophy
- Learn about the NEA structure, resources, culture and leadership growth opportunities within the organization

What kind of time commitment and resources does NEA ESP Leaders for Tomorrow require?

- There are three training sessions over an eight month period. The tentative dates and locations are:
 - July 17-22, 2016 Minneapolis, MN
 - November 17-21, 2016 Washington, DC
 - March 6-12, 2017 TBD *includes attendance to the NEA ESP National Conference

All participants are fully funded to attend all three sessions and the National ESP Conference as allowed under the NEA travel guidelines, including transportation, lodging, meals and substitute pay or salary reimbursement.

What happens if I cannot attend all three sessions?

We understand that personal and professional emergencies can arise, however, it is expected that selected candidates will attend all sessions completely except in cases of an extreme emergency. Nominees who are selected must complete the entire first session in order to attend the two subsequent sessions. If an emergency arises, Leaders for Tomorrow participants commit to notifying the NEA ESP program as soon as possible.

I have read and agree to all terms and conditions.

Print name

Signature

Date

**NEA ESP
Leaders for Tomorrow**

CANDIDATE APPLICATION FORM

Application Guidelines

1. Applications must be submitted in the original format, preferably by email. Applications can be downloaded at <http://www.nea.org/esp>.
2. Applications, including Candidate Nomination Forms, must be typed. Handwritten applications will not be accepted (except specified handwritten question).
3. Please do not use abbreviations or acronyms in your application.
4. Applications must include three (3) nomination forms.
5. Applications must be completed before submission. Incomplete applications will not be accepted.
6. The State Affiliate Acknowledgement Form must be signed by the state president. Applications submitted without this signature will not be accepted.
7. Applications will be accepted by email or hard copy but must arrive by close of business **Friday, April 8, 2016**. Submit applications to:

Lisa Connor

Lconnor@nea.org

LFT Program Coordinator

NEA ESP Quality

1201 16th St. NW, Suite 613

Washington, DC 20036

(202) 286-0592 (Cell) (202) 822-7529 (Office)

Note: Use the checklist on page 10 to assure that your application is complete!

Name

Gender Male Female

Ethnicity American Indian/Alaska Native Black Hispanic Caucasian
 Asian Native Hawaiian or other Pacific Islander Multiple Races
 Other Racial or Ethnic Minority

Home Mailing Address

City/State/Zip

Phone (School/Worksite)

Phone (Cell)

Email (Home)

Email (School/Worksite)

Career Family (please check one)

Paraeducator Security Clerical Skilled Trades Transportation
Health & Student Food Service Technical Services Custodial & Maintenance

What is your Job Title?

What is the name of your Local?

*Number of years you have been a member of your local association

How many members total (ESP & Teachers) are in your Local?

*How many of those members are ESPs?

*How many potential ESP members in your Local?

*How many years has your local been organized?

*Number of years you have been employed in public education

Name of your UniServ Director

Email Address of UniServ Director

I commit to attend all three training sessions Yes No

I meet the eligibility criteria and, if chosen, I agree to the terms of participation. Yes No

What roles, responsibilities and/or positions do you currently hold in your local Association? How long have you held those role(s)?

What roles, responsibilities, and/or positions have you held in the past in your local Association? How long have you held those role(s)?

What roles, responsibilities, and/or positions do you currently hold or have held in the past in your state Association? How long have you held those role(s)?

What roles, responsibilities, and/or positions do you currently hold or have held in the past in your national Association (NEA)? How long have you held those role(s)?

Why did you get involved in your association?

Why do you want to participate in NEA ESP Leaders for Tomorrow?

How do you envision your participation in the NEA LFT program strengthening your leadership skills?

Identify two (2) leadership skills that you would like to enhance through the LFT program and why.

What strengths and positive qualities do you bring to NEA ESP Leaders for Tomorrow?

Participants in the program are required to identify and work with a mentor. Who do you look up to or see as a mentor/role model in your union/association work and why?

Where do you see yourself 3-5 years from now?

Where do you see yourself 10 years from now?

If you are a Higher Education ESP, have you participated in the NEA Higher Ed ELA program?

In what State association trainings have you participated?

In what NEA association trainings have you participated?

Have you ever attended the NEA Representative Assembly?

Have you ever attended your state Delegate Assembly?

In your **own handwriting** on a separate sheet of paper, please share with us what you do outside of your work and association life.

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Leaders for Tomorrow**

CANDIDATE NOMINATION FORM

You must submit **three** Candidate Nomination forms with your application. Our preference is to have one form from your UniServ Director however, this is not mandatory. Failure to submit three nomination forms will result in the disqualification of your application.

Name of Nominator

Position

Mailing Address

City/State/Zip

Phone (Worksite)

Phone (mobile)

Email (Worksite)

Email (Home)

Name of ESP member you are nominating

Has the candidate ever held an elected association position (local, state or national)?

Yes No If yes, what position?

Describe the nominee's involvement in the Local, State and/or National Association.

Why do you think the nominee is a good candidate for NEA ESP Leaders for Tomorrow (skills, experience, personal qualities, training, etc.)?

How will the nominee's participation in NEA ESP Leaders for Tomorrow contribute to his/her future Association work?

Is there anything else you want to share with us regarding this nominee? (Use a separate sheet of paper if necessary.)

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STATE AFFILIATE ACKNOWLEDGEMENT FORM

All candidates must have the **state president** of their Association acknowledge their application by filling out this form. This form is not a nomination it is only an acknowledgement that a member is applying for the NEA ESP Leaders for Tomorrow program and that he/she is in good standing with the local and state Association. **This cannot be signed by your Local President. Applications will not be accepted unless this form is completed.**

Name of Candidate

Name of State President

Signature of State President _____

Date _____

Application Submission Checklist

Please insure all items are included with your application.
Missing items will result in the disqualification of your application.

- Terms and Conditions Sheet
- Completed Application
- Handwritten Page Sharing Outside Interests
- Three Candidate Nomination Forms
- State Affiliate Acknowledgement Forms