

TO: ACTE Region V Members

FROM: Dodie Bemis, ACTE Region V Vice President
Mary Anne Berens, Coordinator – Region V Fellowship Program

RE: ACTE Region V Leadership-Fellowship Program

DEADLINE: **Wednesday, March 1, 2017**

The Association for Career and Technical Education Region V is pleased to announce the continuation of an opportunity to participate in a Region V Fellowship Program to promote the image of Career and Technical Education, and to provide an understanding of policies related to Career and Technical education in Region V. Region V will select a maximum of 2 fellows for the next two years. **Each fellow will receive a stipend of \$1,500 for each year of the 2 year period. This stipend is to help offset some of the expenses of being a fellow.**

The following information describes the goals, objectives and responsibilities of the Region V Fellows.

Purpose

The purpose of the Fellowship Program is to:

- Establish a leadership development program for CTE Educators in ACTE and assist individuals in further developing their leadership skills in CTE and their involvement in professional associations.
- Provide an opportunity for CTE Educators to become familiar with and participate in the processes used by policy makers in the development and implementation of laws, regulations, and other public policies at the local, state, and federal levels.
- Identify, train and motivate a cadre of leaders who will continue to position ACTE as a leader in developing an educated, prepared, adaptable and competitive workforce.

Program of Work

The Fellowship Program is a two-year commitment from **July 1, 2017 – June 30, 2019**

Each participant will complete the required activities, attend the required events, view Required Webcasts, and submit a final summary of their accomplishments to the Region V Vice President and Policy Committee.

Final reports are due by **March 15, 2019**. (I changed this date to give them time.)

Required Activities

- Attend all Conference calls with Fellowship Coordinator and Fellows.
- Conduct an in-person visit with a local legislator.
- Conduct an in-person visit with a state legislator.
- Conduct an in-person visit with a federal legislator.
- Interview by phone or in-person with a current leader in Career and Technical Education.
- Observe one National ACTE Board Meeting.

Required Events

Each Fellow is required to attend the following events and to submit a written summary after each program to the Fellowship Coordinator:

- One (1) ACTE Annual Convention
- One (1) ACTE National Policy Seminar
- Two (2) Region V Conferences
- Two (2) State Association Conferences

Other suggested activities may include:

- Attend State Association Board meeting
- Attend a session of the House or Senate Education committee in your state
- Invite a legislator to visit your program
- Attend/visit the State Legislature
- Attend a State Board of Education session
- Attend a session of the Vocational Technical Education Advisory Committee to the State Board of Education
- Attend a session of the State Community College Board
- Attend a local school or city council/board meeting
- Invite a legislator/school board member/city official to visit your program
- Write letters for a specific issue to legislators/school board member asking for specific action or a particular issue or bill.
- Meet with the State Superintendent of Public Instruction.

Webcasts

The Region V Fellowship coordinator will provide a list of appropriate Webcasts that can be downloaded for viewing. Fellows will view the required webcasts and submit a summary of your learning from each Webcast to the Fellowship Coordinator.

Selection

The **2017-19** ACTE Region V Fellows will be identified by a committee composed of the Region V VP, the Region V Policy Committee and the Region V Fellowship Coordinator. The decision for the Fellowship appointments will be based on an evaluation process (see rubric below for scoring). The selection factors will be based on the fellowship application and supporting materials. Please note that applicants may be asked to attend an interview session with the selection committee.

Possible Points	Points Earned Criterion
15	A completed application form
20	A one-page letter expressing your interest in and commitment to serving as a Fellow for two years.
25	A one-page statement on the issues that you believe are most profoundly affecting Career and Technical Education in your LEA, your State, or the Country today.
10	A detailed résumé
15	A letter of support from your principal or immediate supervisor.
15	A letter of support from your State ACTE Association President or Executive Director
100	Total
20	Interview Process (In the event of ties or further clarification needed).
120	Possible Grand Total

Criteria

Fellowships are limited to Region V members who have at least one year of work in Career and Technical Education. Applicants must have the support of their District and State Association, with a signature from their supervisor and State Association President or Executive Director.

Applicants must submit:

1. A completed application form.
2. A one-page letter expressing your interest in and commitment to serving as an ACTE Fellow and how you intend to use the learning obtained as a result of the Fellowship.
3. A one-page statement discussing the issues that you believe are most profoundly affecting CTE today (in your LEA, the state, or the country).
4. A detailed résumé.
5. A letter of support from your principal or immediate supervisor.
6. A letter of support from your ACTE State Association President or Executive Director.

Please complete the application and submit it with your support materials via email to Mary Anne Berens, Region V Fellowship Coordinator at maberens@cox.net or by submitting a CD with all materials to Mary Anne Berens, 21111 N. 106th Avenue, Peoria, AZ 85382.

All requirements of the application must be completed in order to be considered. Please submit your application by the deadline – **Wednesday, March 1, 2017**. Successful applicants will be notified by **Friday, March 31, 2017**.

If you have any questions or need assistance in completing your application, please contact Mary Anne Berens, Region V Fellowship Coordinator at maberens@cox.net or by phone at 623-628-9263 or Dodie Bemis, Region V VP at BEMISD@lakeareatech.edu or phone (605) 881-4746 (W).



REGION V FELLOWSHIP APPLICATION

Please complete this form and submit with your support materials electronically via email to Mary Anne Berens, Region V Fellowship Coordinator at maberens@cox.net or by submitting a CD with all materials to Mary Anne Berens, 21111 N. 106th Avenue, Peoria, AZ 85382.

GENERAL INFORMATION

Name:		
School District:		
Position/Title:		
Employer:		
Work Location:		
Work Mailing Address:		
City:	State:	Zip:
Work Telephone:	Fax:	
Work Email:		
Home Address:		
City:	State:	Zip:
Home Telephone:	Mobile:	
Home Email:		

What subject(s) do you currently teach or administer?
What are the names of your U.S. Senators and Representatives?
What are the names of your State Legislators?

ADDITIONAL INFORMATION

<p>You may use up to one additional page to answer the following:</p> <ol style="list-style-type: none"> 1. List and describe any leadership positions held and/or activities you have participated in with your ACTE State Association. 2. List and describe any other leadership positions and/or activities.

Candidate Agreement:

The commitments required for participation in the Fellowship process are described in the guidelines and in this application. Your signature below will indicate that you have read and agree with the two-year commitment. Any deviation from the agreed activities may result in your dismissal from the Fellowship program.

Candidate Signature: _____ **Date:** _____

Principal/Dean and CTE Director Agreement:

The Principal/Dean and CTE Director are being asked to support substitute costs for six to ten release days. The Local School District may also financially sponsor local, state, and national travel costs.

Principal/Dean Signature: _____ **Date:** _____

CTE Director Signature: _____ **Date:** _____