

ACTE State Leadership Training Program
Memorandum of Understanding For Emerging Leaders

The Association for Career and Technical Education (ACTE) State Leadership Training Program was established to provide an avenue to further develop current State Association leaders while also engaging and educating Emerging Leaders. The program will be conducted as an all-day preconference prior to ACTE's CareerTech VISION and National Policy Seminar. The Emerging Leader will be provided a \$500 stipend for travel costs by National ACTE; the state leader will need to be funded through their State Association.

ACTE is opening this opportunity to all interested members who meet the guidelines and accept the commitment below, as well as register for both events. ACTE members from across the United States are eligible. The organization does not discriminate on the basis of age, sex, race, religion, or national origin. Participants are selected on ability, demonstrated interest in their professional organization, and insight for effective leadership.

Commitment

The State Leadership Training Program consists of two sessions with a certificate ceremony held at the end. As with all worthwhile endeavors, this program requires a definite commitment of time on the part of each participant. Leaders must attend all sessions consecutively. The \$500 stipend will be split into to payments of \$250 to be provided after the participant attends each session.

From the commencement of the program attendance is mandatory for successful completion of the program and will be closely monitored. **Absence from one full session will make the participant ineligible for a certificate.** Additional location information for each session will be sent to participants prior to each of the sessions. The sessions will be held on the dates and at the locations listed on the ACTE website.

Instructions

The Memorandum of Understanding must be signed by the candidate and the ACTE State Association leadership. The Memorandum of Understanding must be returned to ACTE no later than **Emerging Leader deadline listed on the ACTE website.**

MEMORANDUM OF UNDERSTANDING AGREEMENT

I, _____, as the applicant for the Emerging Leader in the state of _____, understand:

- That completion of the memorandum of understanding does not ensure my acceptance in the program; it must be approved by the State Association.
- That it is mandatory to attend all ACTE State Leadership Training Program sessions in order to receive the certificate of completion and the full stipend. I will register for both sessions and pay the necessary registration fees.
- If selected I will devote the time necessary to complete the ACTE State Leadership Training Program. If appropriate, I have the approval and consent of my employer to participate in ACTE State Leadership Training Program sessions.

Emerging Leader's
Signature _____

Date _____

State Leader's
Approval _____

Date _____

ACTE

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