



# LEADERSHIP TRAINING TEAM

## INFORMATION & APPLICATION INSTRUCTIONS

Family, Career and Community Leaders of America's Leadership Training Team (LTT) is a group of FCCLA alumni that have been chosen by national staff to develop trainings, lead workshops and breakout sessions, and generally serve as an extension of national staff. LTT members are contracted to carry out the roles and responsibilities outlined below.

### 1. Length of Term

Members of the Leadership Training Team will serve for 2 consecutive years. They may reapply in the spring of their second year if they wish to be considered for additional terms.

### 2. Roles & Responsibilities

Members of the Leadership Training Team will have various responsibilities that include working with national staff before, during, and after conferences. They will have full schedules during conferences and should not plan to chaperone students while serving as an LTT.

- Represent the national organization
- Assist at national meetings as assigned (NCM, NLC, Capitol Leadership Training, etc.)
- Plan leadership development and officer training sessions
- Present workshops at meetings that may include state conferences
- Assist in Alumni & Associates events and communication
- Write articles and activities used for the national FCCLA website and publications

### 3. Compensation

Leadership Training Team members receive compensation for their time and materials. Below is an outline of the majority of items for which consultants can expect compensation. Additional items may be written into individual contracts or decided upon and assigned as needed.

- **National Leadership Conference:** \$250 honorarium + expenses paid
- **National Cluster Meetings:** \$200 honorarium + expenses paid
- **Capitol Leadership:** \$200 honorarium + expenses paid
- **State Meetings/Workshops:** \$200 honorarium + expenses paid, must be arranged and paid for by host state through FCCLA national headquarters.

### 4. Application Submission Information & Dates

Application Checklist:

- Basic Information
- Short Answer Questions
- Lesson Plan
- Video
- 2 Recommendation Forms (should be sent directly from the evaluators to FCCLA)

Please mail, email, or fax the application and supporting materials. Applications must be submitted or postmarked by **February 15, 2012.**

FCCLA Leadership Training Team Application  
Attn: Edie Doane, Leadership Development Manager  
1910 Association Dr., Reston, VA 20191 • [edoane@fcclainc.org](mailto:edoane@fcclainc.org) • Fax: (703) 860-2713