



SkillsUSA Postsecondary

Tennessee Leadership Training Institute

November 19-20, 2018

Cool Springs Marriott

Franklin, TN

Register online TODAY at

TNPSSkillsUSA.org

Click on **Register** Tab, Select
TLTI Conference in dropdown



Registration Fee

The conference registration fee is **\$129** applies to SkillsUSA members, advisors and chaperones and includes the following:

- Conference general sessions and training
- Conference activities
- Monday (Dinner)
- Conference materials
- Conference t-shirt
- Tuesday (Breakfast/Lunch)

***Note: Registration fees will be processed through LGIP transfer. Deadline is November 2, 2018.**

Hotel

Cool Springs Marriott Hotel
700 Cool Springs Blvd,
Franklin, TN 37067

Reservation Date

Hotel Registration Link

Hotel reservation deadline is November 2, 2018

- Single - \$151.90*
- Double - \$75.95*
- Triple - \$50.63*
- Quad - \$37.98*

***Note: Hotel room rates are per room per night, per occupant. Taxes and fees have been included in the price. Rooms are subject to availability within our block. Once the room block is full, room rates may increase. You will be asked to provide a Credit Card to reserve your room; however, it will not be charged. SkillsUSA TN Postsecondary will pay for all rooms with one check and your payment will come from LGIP Transfer. Deadline to register is November 2, 2018.**

Framework Essential Elements

SkillsUSA's Tennessee Leadership Training Institute (TLTI) focuses on developing the following Essential Elements from the SkillsUSA Framework;

- Professionalism
- Communication
- Leadership

Tentative Schedule



<u>Monday, November 19, 2018</u>	
Attire: SkillsUSA Business Casual	
9:00-11:30 am:	Registration and Check-In
9:00-11:00 am	Officer Candidate Interviews
State Office Application: https://goo.gl/forms/UKGJvJqNTp44nbqn1	
9:00-10:00 am	Officer Candidate Campaign Booth Set Up
10:00-12:00 pm	Officer Candidate Campaign Booths (Meet and Greet)
10:00-11:15 am	State Pin Design/T-Shirt Design Contest
Design Submission Form: https://goo.gl/forms/OJnXHzsJsCoWylMm1	
<i>*Plan to eat lunch on your own prior to Opening Ceremony</i>	
12:30-1:00 pm:	Opening Ceremony/Statesman Award Overview/Legislative Update
Statesmen Pre-Work Submission: https://goo.gl/forms/odpB6UE1ecZOiXaC2	
1:00-2:00 pm	Combined Advocacy Sessions- “How to speak to legislative officials”
2:00-3:30 pm:	Student and Advisor Breakout Sessions
Interview Like a STAR/ SkillsUSA HOT Topics	
3:30-4:00 pm:	Snack Break & Meet and Greet with State Officer Candidates
4:00-5:30 pm:	Meet the Candidates: Two Minute Speech/Problematic Question (Delegate Electronic Vote)
5:30-6:00 pm	TLTI Statesman Award – Demos/Assessments
6:00-6:30 pm:	Break to Change Attire
6:30-8:00 pm:	Dinner/ Key Note Speaker/Mini-Awards *Business or Official Dress
Dietary Restrictions: https://goo.gl/forms/LvR4A7AI6WrUS9tG2	
8:00 -8:15 pm	Group Photo **Business or Official Dress
8:15-8:30 pm	Break to change into TLTI shirt
8:30-10:30 pm:	“Show Off Your Skills” Lip Sync & Karaoke Competition (Prizes 1 st , 2 nd , 3 rd)
Competition Registration: https://goo.gl/forms/UCZWLrqhkRz1t01K2	
*TLTI T-Shirt-Casual Attire	
<u>Tuesday, November 20, 2018</u>	
Attire: SkillsUSA Business Professional	
7:30-8:30 am	Breakfast/Industry Panel (Grow Your own Workforce- How?)
8:30-10:00 am	Student and Advisor Training Sessions- Tell Your SkillsUSA Story”/ Marketing Skills To Pay The Bills
10:00-10:30 am	TLTI Statesman Award- Final Demos/Assessments
10:30 -11:15am	Statesman Interviews
11:15-12:30 p.m.	Lunch/Awards Ceremony/State Officer Instillation
12:30 pm	Hotel checkout and Return Home!

Student Training

The training will focus on the three key Essential Elements of the conference which are professionalism, communication and leadership. As a result of participating in WLTI, students will be able to:

- Know, create, and communicate their own CTE “story”
- Communicate effectively using the POWERR formula and other SkillsUSA resources and tools.
- Connect the past national efforts that established CTE to current national hot topics, fact, and efforts surrounding CTE and SkillsUSA.
- Network with other students from across the state to understand the breadth of CTE and SkillsUSA

Advisor Training – Training will focus on how to best advocate for your CTE program as well as include implementing our SkillsUSA educational resources.

Note: Advisors should bring a laptop or tablet to access digital resources during the training.



Press Release

To highlight students and share news about the TLTI conference at the local levels, a customizable press release will be provided post-conference to help in sharing the conference experience your participants had at TLTI. Please send this press release to your local media along with a photo of your group.

WLTl Group Photo

The TLTI official conference group photo along with daily photos or videos, will be posted on the TLTI conference page. The high-resolution photos can be downloaded, printed or emailed at your convenience.

2018 SkillsUSA Tennessee Statesman Requirements

The SkillsUSA National Statesman Award is presented to members who demonstrate SkillsUSA knowledge and civic awareness, along with an understanding of the SkillsUSA Framework and how to articulate their personal career and technical education (CTE) experience. This award is only available to members who participate in the Tennessee Leadership Training Institute (TLTI).

Note: The SkillsUSA Tennessee Statesman requirements add up to 100 possible points. To receive this award, a member must receive a minimum of 80 points. Award recipients will be honored during the TLTI Closing Session on Tuesday, November 20, 2018.

Click on the link to submit pre-work assignments: <https://goo.gl/forms/odpB6UE1ecZOiXaC2>

Tennessee Statesman Pre-work Assignments

Assignment No. 1: Brochure (Possible 30 points)

One of the important experiences of TLTI is the opportunity for members of SkillsUSA to learn how to advocate for CTE. Therefore, understanding the evolution of CTE, the importance of Carl D. Perkins funding and the Skills Gap is critical to preparing for these conversations. Take some time to research these four topics: CTE history, Carl D. Perkins Act, the Skills Gap, and Experiential Learning. Design a brochure about career and technical education in your school emphasizing the importance of closing the “skills gap” in Tennessee.

Visit the following websites to jumpstart your research:

- [The Association for Career and Technical Education](#)
- [U.S. Department of Education](#)

Consider Including the following items:

- The importance of Perkins funding for CTE programs
- A quote from a student regarding SkillsUSA’s impact on their career preparation
- Define experiential learning, and provide examples of how your school is providing these learning opportunities for CTE students
- The benefits of combining classroom instruction, SkillsUSA, and experiential learning to create career-ready graduates

Directions: The three following assignments must be completed by their due date. These are not a class or a group assignment. While students may collaborate on the assignments, the brochure submitted should reflect each individual student’s work. The brochures will be judged, and the top three brochures will be recognized during the Awards Ceremony on Tuesday.



This brochure should be designed for use at the state level and in your local community. This is a conference contest and opportunity to share your brochure. A committee will select the top three brochures submitted. Entries will be judged on evidence of personal insight, creativity, correct use of the SkillsUSA logo and name, thorough coverage of the topics, spelling, readability, and professionalism.

Upload document as a PDF in the online Tennessee Statesman Application by November 2, 2018.

All brochures should be saved in the following format: **2018-institution location-student's name-TLTI** (ex. 2018-TCATNashville-JoyRich-TLTI.pdf)

Assignment No. 2: Informational Interview (Possible 15 pts)

Understanding the local impact of CTE and Perkins funding is critical when advocating with legislative leaders. Ask your SkillsUSA advisor to identify the appropriate person at your school or campus to help in answering questions about the impact of Perkins funding. Most commonly this is a school administrator. Reach out to that person and request a 20-minute meeting or phone call to discuss the questions outlined. Schools with multiple students attending TLTI should work together: schedule one appointment and all attendees should be present for the interview.

Start the meeting by providing your name, training program and that you are attending the SkillsUSA Tennessee Leadership Training Institute where you will learn professionalism, communication and leadership skills while advocating for career and technical education and SkillsUSA. Ask all the questions listed and take notes while the person is responding. Be sure and thank the interviewee for his or her time.

Before the meeting, print and review the following questions to prepare for your informational interview.

Question 1: How is our school (campus) funded?

Question 2: Approximately how much Perkins funding does our school (campus) receive each year?

Question 3: How does Perkins funding support my specific training program area?

Question 4: How would our school (campus) be affected if Perkins funding no longer existed?

Question 5: How are new CTE programs determined and implemented at our school (campus)?

Question 7: What types of experiential learning opportunities are available to students at our school?

Question 6: How does combining classroom instruction, SkillsUSA participation, and Experiential Learning create career-ready graduates?

Upload summary of all responses as a PDF document in the online Tennessee Statesman Application by November 2, 2018.

Assignment No. 3: Make an Appointment with a Local, County, or State Elected Official (10 points)

After the conference, your students will be trained with the skills needed to be advocates for CTE and should be expected to put their training into to action. Prior to TLTI, your students should have a pre-scheduled visit upon their return with a local, county, or state elected official to discuss the value and quality of their education and training, the impact of career and technical education in our state, the importance of Perkin's funding, and the benefits of participation in SkillsUSA and Experiential Learning.

Consider hosting this meeting on your campus. Ensure your school administration is available so they can prepare to greet the elected official in person, provide a meeting room for your appointment and give them a tour of your school. These meetings should take place in SkillsUSA official dress.

Upload letter of confirmation including appointment date and time with the elected official as a PDF document in the online Tennessee Statesman Application by November 2, 2018.



All pre-work assignments must be submitted online by **November 2, 2018**. The pre-work assignment link will be live when registration opens. Once your pre-work is submitted, you will receive a confirmation email with your submissions for your reference. Pre-work submission link- <https://goo.gl/forms/odpB6UE1ecZOiXaC2>

Tennessee Statesman Assignments During TLTI

Demonstrating Your SkillsUSA Knowledge (Possible 10 points)

During the conference, you will have the opportunity to state various aspects of SkillsUSA knowledge, to tell your SkillsUSA Framework Story and to define professionalism. You will state this information in person to a designated Statesman signer, who will initial each item that they review. Turn in your completed statesman worksheet to your chapter advisor. Your chapter leader will deliver the entire chapter's papers to the SkillsUSA Conference Headquarters by **10:30 am on Tuesday, November 20, 2018**.

Statesman Demos/Assessment Opportunities:

Monday, November 19th 5:00-5:30 pm

Tuesday, November 20th 10:00-10:30 am

- _____ 1. Recite the SkillsUSA Pledge.
- _____ 2. Recite the 2018-2019 SkillsUSA theme and explain what it means to you.
- _____ 3. Recite your SkillsUSA Framework story.
- _____ 4. Define professionalism and identify three ways you have demonstrated this skill during TLTI

Statesman Interviews

Tuesday, November 20th 10:30-11:15

Statesman Interview (Possible 25 points)

Preparing for congressional visits is important to ensure that all members represent SkillsUSA and CTE to the best of their abilities. During TLTI, you will have the opportunity to have a personal interview with a SkillsUSA staff member, state association director, state advisor, SkillsUSA board member or another individual.

Your SkillsUSA Framework Story (Possible 10 pts)

We all have our own unique story in how we became a career and technical student and member of SkillsUSA. To develop your SkillsUSA Framework story, answer the following questions in a bulleted list with brief narratives for four questions. Bring your typed CTE Story to your interview and leave a copy with your judge.

- Name
- Hometown
- School
- CTE Career Cluster
- CTE Program
- Why did you select your CTE program?
- What skills have you learned in your CTE program?
- Which SkillsUSA Essentials Element from the SkillsUSA Framework have you grown the most?
- Share about the experiences that have helped you grown in this Essential Element:

A list with names, interview times and locations will be posted outside the SkillsUSA Conference Headquarters. Interview questions will be based on the preparation you have done throughout TLTI, and the information learned during your training sessions. The interview will include questions about CTE, the Skills Gap, SkillsUSA and your personal experiences. Interviewers will evaluate members based on a rubric and provide you with a score and feedback. The interview rubric will be available for review.



TLTI Session Overviews

Monday, November 19, 2018

12:30-1:00 pm: **Opening Ceremony/Statesman Award Overview**

1:00-2:00 pm **Combined Advocacy Sessions- “How to speak to legislative officials”**

2:00-3:30 pm: **Student and Advisor Breakout Sessions**

- Student Session- **“Interview Like a STAR”** Situation or **T**ask, **A**ction you took, **R**esult you achieved. Learn how to prepare for interviews, and understand the basics of etiquette and professionalism.
- Advisor Session- **“SkillsUSA HOT Topics”** Be the first to hear the latest updates from SkillsUSA around topics such as Chapter Excellence Program, Career Essentials, NEW competitive events, and MORE!

Tuesday, November 20, 2018

8:30-10:00 **Student and Advisor Breakout Sessions**

Student Session- **“Tell Your Framework Story”** Refine and practice telling your SkillsUSA Framework story for future interactions with various stakeholders.

Advisor Session – Develop your **Marketing “Skills” to Pay the “Bills”**

Learn how to effectively market SkillsUSA to all stakeholders to generate support for your program, create awareness, grow experiential learning opportunities, and develop partnerships to assist you with your SkillsUSA/CTE tasks.

*Presented through round table discussions, hosted by TBR Marketing and Economic Development teams.