

DO NOT APPLY IF YOU ARE UNABLE TO ATTEND THE ENTIRE INSTITUTE!



2011 EMERGING LEADERS INSTITUTE
JULY 25 - 29, 2011
AUSTIN, TEXAS

Emerging Leaders Application and Registration Form – REGISTRATION FEE \$80.00

(1 per participant per local– Last Day To Register: June 10, 2011)

(DO NOT USE THIS FORM TO REGISTER LOCAL PRESIDENTS OR LEADERSHIP INSTITUTE PARTICIPANTS)

Local Association: _____

Name: _____ Gender: Male Female

Ethnicity: African-American Asian/Pacific Islander Caucasian Hispanic Native American

Date of Birth: _____ Teacher ESP Supervisory

Preferred Email: _____ Preferred Phone No: _____ Worksite: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

Special Needs (check if any): Diabetic Vegetarian Handicapped (Please Indicate _____)

Other Special Need(s): _____

LODGING: Check-In Date: Monday, July 25, 2011 Check-Out Date: Friday, July 29, 2011

TSTA will pay for four nights lodging based; single rooms and additional nights are not available for this institute.

All rooms are double occupancy and roommates will be assigned by TSTA.

Registration Fees (postmarked by date)

June 10, 2011 - \$80.00 (lodging based on double-room occupancy and meals are covered by TSTA)

<u>For Office Use Only:</u>	
Registration Fee Enclosed (\$80.00):	_____
TOTAL ENCLOSED FOR PARTICIPANT:	_____
Make checks payable to TSTA and return with registration form to: TSTA 2011 Emerging Leaders, Attn: Bianca Prado-Espinoza, 316 West 12 th Street, Austin, Texas 78701	

**Please complete the application
on the following pages.**

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NAME: _____

Requirements to participate in the TSTA Emerging Leaders Program:

1. Completed application with references and commitment contract must be received by **June 10, 2011**.
2. In order to qualify to participate in this training, you must not have held any office in your local association or TSTA region for longer than two years. If you are currently the President of your local association **please register for either the New Presidents' or the Presidents' Institute.**
3. Two letters of recommendation are required. The letters of recommendation must meet the following requirements:
 - The persons making the recommendations should include their name (printed), title, phone and email address on the letter.
 - Someone who has personal knowledge of your leadership skills and abilities.
 - TSTA prefers that one letter come from your local president or a TSTA Staff person. If there is not a local president, then from the regional president.
 - The second reference must be from a school colleague or administrator.
 - Each letter should discuss your potential leadership abilities within the district, association or the community.
4. The \$80 registration fee includes the cost of all materials, lodging (four-nights based on double occupancy), and all meals provided as a part of the conference.
5. Participant/Local/Region is responsible for transportation.
6. Additional nights and/or single-room lodging are not available for the Emerging Leaders Institute.
7. Please respond fully to each of the following questions on the next pages.
8. After completing your responses to the questions, please sign the Commitment Contract.
9. **All of the following must be received by the June 10, 2011 deadline or your application will not be considered:**

- Application Cover Sheet**
- Application Questions**
- Two letters of Recommendation**
- Commitment Contract**
- \$80 Registration Fee**

Please save a copy of your completed application for your records!

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Name: _____

To be considered for TSTA's Emerging Leaders Program, this application must be completed in its entirety and must be accompanied by two letters of recommendation – one from your local association president or TSTA Staff person; and a worksite or community member who can speak to your level of commitment and involvement in your work and/or community.

Effective leaders demonstrate a high disposition in each of the following areas:

- ✓ Consideration for Others
- ✓ Organization
- ✓ Reliability and Consistency
- ✓ Self-Regulating Behaviors

Please take a few minutes to respond to the questions on the following pages so that we may have a better idea of the skills and qualities you already possess.

Deadline for all applications is June 10, 2011.

Return completed applications to:

Bianca Prado-Espinoza
BiancaE@tsta.org;

Fax to 512-486-7043; or

TSTA
316 West Twelfth Street
Austin, Texas 78701

Consideration for Others refers to the disposition to be considerate of others, to behave in the interests of the whole group, and to keep commitments to others.

Questions

1. What personal values have guided your behavior toward colleagues in past work or an association situation? Give some examples to demonstrate.

2. Describe a time when you put the interests of others above your own interest. Explain with an example.

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Reliability and Consistency refer to a disposition to be dependable, to do what you said you would do and to be consistent across diverse situations.

Questions

7. What job or activity has required the most perseverance from you? Describe it.

8. In your experience, what are the one or two most important things you can do to manage your work time effectively?

9. Describe a time that you did not complete a project on time.

Self-Regulating refers to the willingness to acknowledge personal responsibility and to be held accountable for your roles and results.

Questions

10. Describe ways you have developed your work skills.

11. When have you received useful feedback from others about your strengths and areas of development? Give an example or two.

12. Describe the most responsibility you have had at work, in the association, or at school.

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**TSTA/NEA
Emerging Leaders
Commitment Contract**

Must be returned by June 10, 2011

NAME: _____

In order to graduate from the Emerging Leaders Institute of the Texas State Teachers Association/National Education Association, I agree to the following norms and requirements:

- A. I will be on time and attend all sessions.
- B. I will demonstrate a high level of interaction during the training.
- C. I will agree to follow the agenda set forth and will commit the extra time necessary to make this program a success.
- D. I will become more involved upon returning to my local association by meeting with my local* president to discuss my future involvement. ***This meeting will occur no later than August 23, 2010.***
- E. I will become a stronger advocate for my local association as well as TSTA/NEA.
- F. I will commit to help our local association grow by focusing on recruiting the majority of the employees at my worksite.
- G. I will work on implementing my personal goals developed during the training.
- H. I will complete necessary reports and submit them to TSTA as requested.
- I. I understand that not adhering to this commitment can result in dismissal as an emerging leader.

Signature

Date

****If my local has no President, then I will meet with my Regional President.***