



CALIFORNIA ASSOCIATION OF THE FUTURE FARMERS OF AMERICA

POSITIONS AVAILABLE

LEADERSHIP CONFERENCE FACILITATOR 2022 Sacramento Leadership Experience conferences

California FFA is seeking to hire Leadership Conference Facilitators to work under the direction and supervision of the State FFA Leadership Development Coordinator and State Assistant FFA Advisor for the purposes of delivering and coordinating the California FFA Leadership and Personal Growth Development Continuum.

Sacramento Leadership Experience conference 2022

A minimum of four L2 Leadership Conference Facilitators.

**Applications should be submitted by email to Mrs. Hannah Chavez at:
hchavez@californiaffa.org**

Send an **application worksheet** and **resume** by:

Sacramento Leadership Experience 2022

November 15, 2021 **or next business day when this date occurs on weekend/holiday*

THE CALIFORNIA FFA CENTER

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LEADERSHIP CONFERENCE FACILITATOR DESCRIPTION

Leadership Conference Facilitators will be expected to facilitate and deliver conference curriculum to FFA members both in a large group and small group setting. Facilitators are expected to possess strong knowledge relative to their specific conference and conduct additional research to become prepared. Additional role responsibilities include coaching FFA members, motivating and engaging students, and classroom management (*with the exception of student discipline, which is the responsibility of teachers supervising at the conference*).

Facilitator position requirements:

- Be enrolled in a two or four-year university; staff **should not** take the semester or quarter off
- Possess excellent public speaking skills; experience in facilitation is preferred
- Experience in managing conferences and/ or students
- Extensive knowledge of Agricultural Education, including Classroom/ Laboratory Instruction, Supervised Agricultural Experience and the National FFA Organization
- Be able to present in business attire
- Be able to multitask and balance a busy schedule that prioritizes educational obligations, family commitments and work for California FFA, as well as social, physical, spiritual and mental needs
- Be able to work independently, as well as a part of a team

General Notes:

- SLE may be scheduled during the last week of February or the first full week of March over a four-day period, Tuesday through Friday, at the California State Capitol.
 - Staff should plan to miss a minimum of five days of school, and dedicate four weekends for training, but as many as nine days with travel depending on how staff structure their Friday class schedule.
- Staff should consider modifying their academic schedule to allow for free days or flexible courses. Staff should communicate with instructors to notify them in advance of their absence; they will receive a letter from the state describing the responsibilities of this opportunity that can assist with missing school. The Team Leader will mentor and provide guidance on creating work/ academic life balance.

MAJOR RESPONSIBILITIES BY CONFERENCE

SACRAMENTO LEADERSHIP EXPERIENCE (SLE)

Contract: December 1, 2021 to March 15, 2022

L2 (Returning Staff)

Approx. 7:00 am to 10:00pm, over four days + setup/re-set/teardown

California FFA's premier capstone conference, individuals and teams are prepared to make things happen. Skills for solving problems, making decisions and accomplishing goals are developed. Students step into the role of one of California's State legislators, are assigned a specific California district and spend four days in Sacramento. SLE is all about the role of government, agricultural policy and advocacy. This conference focuses on "DO: the ability of the individual leader and team to put their vision into action." | 75 seniors (40 assembly/ conf., 35 senate/ conf.)

General major responsibilities include, but are not limited to the following:

- Review curriculum, content resources and texts, and video footage to prepare for training
- Participate in one large group weekend training seminar per month
- Facilitate one conference

Example conference timeline (not actual conference dates)

- *DECEMBER – one weekend, Friday, Saturday and Sunday*
- *JANUARY – one weekend, Friday, Saturday and Sunday*
- *FEBRUARY – one weekend, Friday, Saturday and Sunday*
- *FEBRUARY/MARCH*
 - *Prep Weekend: Friday, February 18 through Sunday, February 20*
 - *SLE Set Up: Monday, February 21*
 - *SLE Conference: Tuesday, February 22 through Friday, February 25*

COMPENSATION

- **Sacramento Leadership Experience (SLE)**
Facilitator @ \$1250/conf.
- **Training Stipend**
Facilitator @ \$600; approx. \$50/day, \$150 per training
- Travel, lodging and meal expenses will be paid as per state association guidelines
- Official uniform will be provided through a stipend
- Nametag will be provided

APPLICATION INSTRUCTIONS

1. Completed official Application Worksheet, included in the position job posting.

2. Resume

- Resumes will be reviewed to determine facilitation, teaching and speaking experience:
 - o Prioritize experiences listed on your resume to appropriately identify these areas
- Provide three references that possess knowledge of your experience in facilitation, teaching and public speaking with appropriate contact information and your relationship.

If Needed:

3. Phone Interview

- Phone interviews will be conducted to determine work ethic, ability to lead a team and motivation for being a conference team lead.
 - o Phone interviews will only be done over the phone. I.e. Not over a form of video chat.
- A phone interview sign-up sheet will be sent out to applicants after the due date of applications.
 - o Depending on the number of applicants, a paper screening may take place prior to phone interviews.



CALIFORNIA FFA

LEADERSHIP CONFERENCE FACILITATOR
2022 Sacramento Leadership Experience

APPLICATION WORKSHEET

This form must be submitted with your resume.

Name:

Cell Phone:

Email:

Hometown and FFA Chapter:

College attending during Conference Season:

Check the description which best matches your level of experience and interest:

- Facilitator Level I (L1) ~~new to facilitation and/or have never facilitated GLC or MFE~~
 Facilitator Level II (L2) - experienced or returning facilitator (GLC, MFE, ALA or SLE)

As a facilitator, you will be asked to interact with students from a variety of backgrounds and with an array of interests. Why should California FFA entrust you with their top 75 seniors for a week?

What, if any, scheduling conflicts will you have during the conference season? How will you find balance between school and work?