



State Education Team Member Information and Requirements

The purpose of the State Education Team is to assist the state technical committees in conducting and managing the SkillsUSA Florida Leadership and Skills Contests and communicate industry expectations for the quality of instruction and professional development in occupational areas represented in the SkillsUSA Florida Leadership and Skills Contests to advisors. SET members may also be called upon throughout the year for their expertise in their assigned area.

The number of State Education Team members assigned to a contest or conference committee will be determined by SkillsUSA Florida. Each contest or conference committee will select a SET chair who will work directly with the contest technical committee chair to coordinate the activities of the SET members.

SET members will be appointed to three-year terms. Appointments must have the approval of the local/district administration and SkillsUSA Florida state office. The SET member is eligible to reapply at the conclusion of each three-year term. Retired educators do not need approval of a local/district administrator on the application.

Qualified candidates are master educators and/or administrators, active Professional Members of SkillsUSA, and passionate about the success of our students. Attendance at the SkillsUSA Florida State Leadership and Skills Conference is strongly encouraged, and SET members should expect to work with the designated contest or conference committee for a minimum period of time or as set by the technical committee chair. Their scheduled work time may include set up or break down of the contest area. In appreciation, SET members who attend and support the State Leadership and Skills Conference will receive a reimbursement of their conference registration fee following the event.

Please note:

Conference dates for 2020 in Pensacola, FL are as follows:

2020: April 19 – April 21

Conference dates for 2021-2023 in Jacksonville, FL are as follows:

2021: April 11 – April 14

2022: April 18 – April 21

2023: April 10 – April 13

Responsibilities of the SET member will include the following:

1. Be an advocate for SkillsUSA and uphold the mission and standards set forth by the state association and SkillsUSA national office
2. Assist in identifying other organizations and potential sources of materials and equipment that can support the contest or committee if needed
3. Aid in setting up and tearing down the contest area under direct supervision of the technical committee
4. Suggest areas of need for industry update seminars or workshops at state SkillsUSA conferences
5. Submit a list of 3–5 criteria that would assist instructors in better preparing student competitors for the competition to be posted on the SkillsUSA Florida website
6. Assist in other areas as determined by the technical committee, Cluster Chair, or State Director

(NOTE: Individuals selected for SET committees may have student supervisory responsibilities during SLSC. Reimbursement for registration will only be awarded to SET members who participate and support their contest, as determined by the Technical Committee.)

State Education Team members will not:

1. Be involved in the preparation of the contest projects to be used in the SkillsUSA Florida Championships or have specific knowledge of the projects, contest variables, or any other information that would constitute a competitive advantage
2. Administer any written test, complete score cards, or view competitor scores at any time during the competition
3. Have direct contact with a competitor from their school during any contest
4. Serve as judges, except in rare cases and only with approval of the Cluster Chair or State Director

Applicants must meet the following criteria:

1. Be an active professional member of SkillsUSA each year, and be skilled in the area of appointment with at least 2 years teaching experience in that field
2. Willing to follow the leadership of the technical committee or conference committee and complete the requested assignments in an orderly and congenial manner to ensure the success of the SkillsUSA Florida Championships
3. Commit to improving communications between instructors, technical committees, state association directors, and state departments of education for the purpose of improving instruction and job readiness and advancing the mission of SkillsUSA
4. Have financial support. The SLSC registration fee will be refunded for SET members who attend the conference and support their contest area. Some meals may be covered during the conference. Travel and accommodations are not reimbursable.

Nomination and selection process:

1. Complete the application. No application will be considered without the recommendation of the local/district administration. Retired educators do not need approval of a local/district administrator on the application.
2. The endorsed application should be emailed to the State Director, Jessica Donelan Graber, at jgraber@skillsusafll.org by January 1 of the conference year. The SkillsUSA Florida State Staff, State Director and appropriate technical committee members will review applications.
3. The SkillsUSA Florida State Director will notify the educators selected by January 15 of the conference year, and committees will be introduced electronically.
4. A list of current and newly selected SET members with their associated schools will be posted to the SkillsUSA Florida website by January 31 of the conference year.