



STATE EDUCATION TEAM INFORMATION AND REQUIREMENTS

State Education Team (SET) Purpose

The purpose of the State Education Team is to assist the state technical committees in conducting and managing the SkillsUSA Florida Championships Contests, and to communicate industry expectations for the quality of instruction in occupational areas represented in the SkillsUSA Florida Leadership and Skills Contests to advisors. Each SET is assigned to one or more contests or competitions.

Each team will select a chair who will work directly with the contest technical committee chair to coordinate the activities of the SET members. Members will be appointed to three-year terms and require the approval of the local/district administration and SkillsUSA Florida state office. Members are eligible to reapply in the year prior to the conclusion of each three-year term. Retired educators do not need administrative approval.

Qualified candidates are master educators or administrators, active Professional Members of SkillsUSA, and passionate about student success. Attendance at the SkillsUSA Florida State Leadership and Skills Conference is strongly encouraged (but not required) and SET members should expect to work with the designated contest or cluster for a minimum period of time, 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 may receive reimbursement of their conference registration fee following the event and verifiable service to the competition.

Please note: Currently, the State Leadership and Skills Conference is held in Jacksonville, FL.

2025: April 28 – May 1

2026: March 30 – April 2

2027: April 26 – 29

Roles and Responsibilities

Responsibilities of the SET member 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.
3. Attend the State Leadership and Skills Conference (if possible) and aid in setting up and tearing down the contest area under direct supervision of the technical committee.
4. Participate in meetings with the Technical Committee, as requested.
5. Assist in other areas as determined by the technical committee, Cluster Chair, or State Director.
6. Help to recruit additional educators to the State Education Team and encourage participation in competitions.

(NOTE: SET members may have other student supervisory responsibilities during SLSC. Reimbursement for registration will only be awarded to SET members who actively participate and support their contest, as determined by the Technical Committees and/or Cluster Chair.)

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, problems, contest variables, written exams, or any other information that would constitute a competitive advantage.
2. Complete score card or view competitor scores at any time during the competition, or submit scoring materials on behalf of the Technical Committee.
3. Have direct contact with any 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.

Application, Nomination, and Selection Process**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, and/or at least 5 years professional work experience.
2. Be 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. Believe in the value and potential success of every student, and the opportunities SkillsUSA can provide.
5. Have financial support. The SLSC registration fee may be reimbursed 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. Join SkillsUSA as a Professional Member at register.skillsusa.org. All selected applicants must be Professional Members of SkillsUSA.
2. Obtain support from your administration. Have your administrator or principal complete the Administration Statement of Support. No application will be considered without the recommendation of the local/district administration. Retired educators do not need administrative support to apply.
3. Complete the application online, available at <https://form.jotform.com/242345436955160>, by January 1 of the conference year. Be sure to upload your Administration Support Statement with the application.
4. The SkillsUSA Florida State Director will notify the educators selected by January 15 of the conference year, and committees will be introduced electronically.
5. 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.