JOB POSTING

Position Title:  SkillsUSA – New York Leadership & Skills Championship Coordinator

Basic Function: The SkillsUSA New York Skills Leadership & Skills Coordinator provides leadership and coordination in the operation of the NYS Skills Championship. The person/persons are appointed by and responsible to the New York SkillsUSA Director

Responsibilities: Job description available upon request.

Qualifications:
1. Present/Past member of SkillsUSA
2. NYS certified teacher or vocational administrator.
3. Teacher/administrator whose experiences have been in areas of Occupational Education and Student Leadership (SkillsUSA).
4. Familiar with and actively participated in NYS SkillsUSA activities.

Board Appointment: Two-year appointment with position posted during even year.

Start Date: August 1, 2020

Work Year: 12 months

Stipend: As per Board

Application to Include:
Letter of Application
Resume
References
Letter of Support from current administrators (if applicable)

Application Deadline: March 25, 2020

Send application information to:
Kimberly Petronella
Board Chair
Oneida-Herkimer-Madison BOCES
4747 Middle Settlement Rd
New Hartford, NY 13413

Kimberly Petronella(kpetronella@oneida-boces.org)
New York Leadership & Skills Championship Coordinator

1. The NY Leadership & Skills Coordinator shall be appointed by the NYS SkillsUSA Board of Trustees. The NY Skills Coordinator provides leadership and coordination in the operation of the NYS Skills Championship.

   Chairs all NY Skills Committee meetings, NY Skills Planning Conference meetings and pre-contest meetings with chairpersons.

   Coordinates all preparations for a successful State Skills conference.

   Selects and recommends NY Skills Committee members for Directors approval.

   Supervises and directs activities of NY Skills Committee members.

   Works with New York State SkillsUSA Director and Staff contest site locations and/or the chairperson and Cluster Chair Committee.

   Obtains approval of new Chairperson through the Area Administrator Trustee and State SkillsUSA Director

   Selects Contest Protest Chairperson.

   Selects/recommends auditors of contest rating sheets.

2. The NY Skills Coordinator is responsible for:

   Shall attend Board of Trustee meetings and present NY Skills Committee report at each meeting.

   Approves all contests chairperson as recommended by the NY Skills Committee and presents this to the New York State SkillsUSA Director.

   Submits recommendations of revisions in the NY Skills Regulations and Contest Guidelines to NYS Director and the Board at the Fall Leadership Conference.

   Works under the direction of the New York State SkillsUSA Director.

   Works closely with the NYS Industry Advisory Council through its Executive Secretary.