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Dennis Van Roekel
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RE: NEA GLBT Training Program—National GLBT Training Cadre

Dear Applicant:

Enclosed are the application materials for the NEA National GLBT Training Cadre. Please read the enclosed materials carefully. The deadline for receipt of applications is **December 1, 2011**. Applications received after that date will not be considered. No exceptions will be made.

The following documents are enclosed:

Application Booklet
GLBT Program Brochure

GLBT cadre trainers serve a two year term. Trainers may not currently serve on any other NEA national cadre OR have served on any other NEA national cadre in the past year.

Trainers work in teams of typically one to two people and conduct three to four trainings per year. GLBT cadre trainers are not paid for their work, although NEA reimburses actual expenses in connection with the training, including airfare, hotel, meals, and ground transportation. Additionally, NEA can reimburse the school district for substitute pay for GLBT trainers when on assignment with the national cadre. NEA does not reimburse salary.

A selection committee will review all applications and select the finalists for the cadre. All applicants will be notified of the committee's decision by **May 1, 2012**

Finalists will be required to attend a Training of Trainers (TOT) session during the summer of 2012. The dates for the TOT are July 18-25, 2012. The NEA National GLBT Cadre will be selected from the finalists who successfully complete the TOT. NEA will cover airfare, hotel, ground transportation, and meals associated with attending the Training of Trainers session. Please do not apply if you are unable to attend the TOT.

If you have any questions or need any additional information, please contact Paul Sathrum at 202-822-7787, by email psathrum@nea.org, or Akeia Reading at 202-822-7811, or by email areading@nea.org.

Thank you for your interest. We look forward to receiving your application.

NATIONAL EDUCATION ASSOCIATION

**Safety, Bias & Gay, Lesbian Bi-Sexual and Transgender (GLBT) Issues
Training Of Trainers Training Program**

Cadre Application



*Great Public Schools
for Every Child*

A program of

NEA Human and Civil Rights

1201 16th Street N.W., Suite 616

Washington, DC 20036

202-822-7700

National Training Program on Safety, Bias and GLBT Issues

Background

NEA's commitment to creating great public schools for every child requires that all students are learning and succeeding. Unfortunately, students cannot learn where they do not feel safe and supported. Schools are too often unsafe for students who are different because of their sexual orientation or gender identity. To support NEA members in creating safe learning environments for all students, NEA has partnered with the NEA Health Information Network and the American Federation of Teachers to create a series of workshops and a unique Training of Trainers (TOT) program with a focus on safety, bias and GLBT issues. (See attached flyer.) These trainings are offered nationwide to NEA members and to local and state affiliate governance and staff.

Training Delivery

Trainers who are selected to participate in the TOT must agree to the following three (3) items:

1. Will attend the entire TOT;
2. Will deliver at least six (6) workshops organized by NEA, NEA regional offices, or NEA state and local affiliates between August 2012 and June 2014;
3. Will remain on the GLBT Issues training cadre for at least two years, and will attend at least one TOT every two years to remain in active standing.

Applications

Members desiring to become GLBT cadre trainers should submit the following:

1. Application Cover Sheet
2. Cover Letter (no more than one page in length), which includes the following:
 - Discussion of how the applicant meets the Selection Criteria (see below)
 - Optional: Description of applicant's background race, gender, sexual orientation, and any other identity that reflects the GLBT of NEA membership (this information will help to ensure a diverse group of trainers).
3. A detailed resume (no more than five pages in length) demonstrating relevant experience.
4. At least two confidential letters of recommendation, including letters from (1) a direct work supervisor; and (2) the applicant's current local or state association president. Letters of recommendation should provide detailed personal observations that specifically address each of the selection criteria below as applied to the applicant. Letters of recommendation should be submitted in a sealed envelope (signed across the seal by the author) along with the other materials.

Selection Criteria

Only members of NEA as well as staff of local and state affiliates may apply. A diverse group of participants will be selected based on the following three criteria:

1. **Knowledge of GLBT Issues:** The successful applicant will demonstrate a comprehensive awareness or expertise on GLBT-related research, statistics and findings on the experiences and needs of GLBT students, on anti-GLBT bias in schools and society, and on intersections between GLBT issues and other dimensions of GLBT.

National Training Program on Safety, Bias and GLBT Issues

2. ***Training Experience:*** The successful applicant will be familiar with adult learning theory, and will exhibit extensive training experience in diverse forums.
3. ***Leadership Skills within the Association:*** The successful applicant will have demonstrated the ability to communicate and collaborate effectively with diverse constituents, including Association leaders and staff, racial and ethnic minorities, and politically diverse constituencies; to take the initiative to organize events locally or regionally; to accept constructive feedback and learn new skills; to work in a team; and to advance NEA's commitment to human and civil rights.

Selection Process

Complete applications ***must*** be received by ***December 1, 2011*** at the following address:

Paul Sathrum
Senior Policy Analyst, Human & Civil Rights
National Education Association
1201 16th Street, N.W., Suite 616
Washington, D.C. 20036-3290

A selection committee will review all applications and may contact finalists for a telephone interview or additional materials.

Please be aware that inclusion in the GLBT Issues training cadre is a competitive process; due to logistical and budgetary restrictions, not every qualified applicant may be accepted into the program. NEA will make every attempt to achieve a geographically and socially diverse training cadre, with emphasis on underrepresented regions or communities. Applicants who are not accepted are more than welcome to apply again the following year.

All applicants will be notified of the selection committee's decision by May 1, 2012. Inquiries may be directed to Paul Sathrum, Senior Policy Analyst, NEA Human and Civil Rights (psathrum@nea.org, 202/822-7787).

Applications must be received on or before December 1, 2011. Applications received after the deadline date will not be considered. No exceptions will be made.

APPLICANT INFORMATION

Full Name: _____
Last First Date

Address: _____
Street Apartment/Unit#

_____ City State Zip Code

Home Phone: _____ Work Phone: _____

E-mail Address: _____

Ethnicity: American Indian/Alaska Native Asian Black Caucasian Hispanic Multiple Races Native Hawaiian or Other Pacific Islander Other Racial or Ethnic Minority

Tribal Affiliation: _____

Please specify: _____

Gender: Male Female

Membership Category: K-12 ESP Higher Ed Retired Student

Optional: Gay Lesbian Bisexual Transgender

Education: High School Vocational/Certified on-the-job Training College or University Graduate Post Graduate Other (including military)

Specify your fluency in languages in addition to English:

State Association: _____
State Association

Local Association: _____
Local Association