

SKILLS USA Advisor

Responsibilities include but are not limited to:

- Apprising staff and promoting participation in all Skills USA events including Summer Workshop, Fall Leadership Conference, State meetings, local, state and national conference.
- Organizing transportation, chaperones, and when necessary, lunches, for students to attend conferences, meetings.
- Chaperoning all in-state events, including dinner/evening events.
- Promoting Skills USA at the Center with students.
- Handling state and national registrations for all interested faculty and students.
- Leading CTE Skills USA team which includes, but is not limited to, organizing a Center-wide Leadership Competition Day, including location, transportation, staffing and a follow-up assembly for all staff and students.
- Organizing all the logistics around our students participating in the Vermont State Skills USA Conference including competition registration, parental permissions, transportation, staffing, etc.
- Organizing the logistics around any students and staff eligible to attend the Skills USA National Conference, including registration, transportation, parental meeting and permissions, staffing, etc.
- Promote student participation in running for a State Skills USA office and if students are elected, guiding and assisting those student(s) in fulfilling the responsibilities of their elected office.
- Preparing an annual Skills USA budget for Director.