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Dennis Van Roekel  
*President*

Lily Eskelsen  
*Vice President*

Rebecca S. Pringle  
*Secretary-Treasurer*

John Stocks  
*Executive Director*

## **RE: NEA Diversity Training Program—National Diversity Training Cadre**

Dear Applicant:

Enclosed are the application materials for the NEA National Diversity Training Cadre. Please read the enclosed materials carefully. The deadline for receipt of applications is **August 29, 2014**. Applications received after that date will not be considered. No exceptions will be made.

The following documents are enclosed:

Application Booklet  
Diversity Program Brochure

Diversity cadre trainers serve a three (3) 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 two and conduct three to four trainings per year. Diversity training sessions are conducted in 2-hour blocks, 4-hour blocks, and all-day blocks. Diversity 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 Diversity 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 **September 5, 2014**

Finalists will be required to attend a Trainers Pre (TOT) session **October 17-19, 2014**, and a (TOT) session **November 10-15, 2014**. The JCTA NEA Diversity Cadre will be selected from the finalists who successfully complete the Pre-TOT and TOT. Please do not apply if you are unable to attend the Pre-TOT and TOT.

If you have any questions or need any additional information, please contact James Hughley at 502-454-3400, by email [james.hughley@jcta.org](mailto:james.hughley@jcta.org), or Antonia Lindauer by email [antonia.lindauer@jcta.org](mailto:antonia.lindauer@jcta.org).

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

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**NEA  
DIVERSITY TRAINING PROGRAM**

**APPLICATION BOOKLET  
FOR THE  
NEA NATIONAL DIVERSITY TRAINING CADRE**



*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

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## NEA NATIONAL DIVERSITY TRAINING CADRE CADRE TRAINER APPLICATION

The National Diversity Training Cadre is part of a national peer-to-peer training program for NEA members. These national cadres provide diversity training to members at state, local, regional and national training events, seminars, and conferences.

We envision that trainers will span the spectrum of diversity, in terms of race and ethnicity, gender, and sexual orientation as well as membership categories.

**Applicants who currently serve on any NEA national cadre OR have served on any national cadre in the past year are not eligible to apply.** This does not apply to participation on state or local cadres.

Cadre members serve a three-year term. Cadre members are not paid for their services. They are, however, reimbursed for travel-related expenses. Additionally, NEA can reimburse the school district for substitute pay for Diversity trainers when on assignment with the national cadre. NEA does not reimburse salary.

### INSTRUCTIONS

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

- A completed application form. No additional information or documentation should be forwarded with the application, unless specified on the application form.
- The name and contact information for three references from individuals, excluding relatives, who have knowledge of the applicant's qualifications as a trainer. One of the three references must be an officer or staff member of the applicant's state or local association.
- A written statement detailing the applicant's reasons for applying for the diversity cadre

Mail application forms to:

**Antonia Lindauer  
Jefferson County Teachers Association  
1941 Bishop Lane, Suite 300  
Louisville, KY 40218**

Or Fax to:

**Attn: Antonia Lindauer  
502-452-2794**

*Applications must be received on or before **August 29, 2014**. Applications received after the deadline date will not be considered. No exceptions will be made.*

# NEA DIVERSITY TRAINING PROGRAM

## CADRE TRAINER APPLICATION

### ELIGIBILITY AND SELECTION CRITERIA

NEA invites your application if you meet the following criteria:

- a proven track record in training adult learners;
- experience and/or knowledge of the Association;
- strong oral and written communication skills;
- strong interpersonal skills;
- ability to work as a team member;
- sensitivity and appreciation of diversity;
- exposure to diversity and social justice issues and literature;
- education and/or training in social justice, diversity, cultural competence, or related subjects (desirable)

### ADDITIONAL REQUIREMENTS

Applicant must have:

- active NEA membership;
- application submitted by deadline;
- favorable references;
- availability to deliver two to four trainings annually.

A selection committee will review applications and select approximately 20 finalists. All finalists will be required to attend a 2-day Pre Training of Trainers (TOT) session and a 5½-day Training of Trainers (TOT) session scheduled for October 17- 19, 2014 and November 10-15, 2014 respectively. Final selection of the Cadre will be determined after the Pre TOT and TOT. If you cannot participate fully in the Diversity Training of Trainers sessions, please do not apply.

### APPLICATION AND SELECTION SCHEDULE

June 16 – August 29, 2014: Applications Accepted

September 5, 2014: Semi-Finalists Identified

September 8-10, 2014: Telephone or Skype Interviews with Semi-Finalists

September 26, 2014: Notices sent by email to all finalists with invitation to attend the Training of Trainers (TOT)

October 3, 2014: Finalists confirm acceptance to Training of Trainers event

October 17- 19, 2014: Pre Training of Trainers Session for Finalists

November 10-15, 2014: Training of Trainers Session for Finalists

November 21, 2014: Cadre Selection Completed. Notification of status mailed to all Finalists; Selected Trainers Receive Certification

**NEA NATIONAL DIVERSITY TRAINING PROGRAM**  
**Cadre Trainer Application**

**APPLICANT INFORMATION**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First

Address: \_\_\_\_\_  
Street Apartment/Unit#

City State ZIP Code

Home Phone: ( ) Work Phone: ( )

E-mail Address: \_\_\_\_\_

Ethnicity:  American Indian/Alaska Native Tribal Affiliation: \_\_\_\_\_  
 Asian  
 Black  
 Hispanic  
 Native Hawaiian or other Pacific Islander  
 Caucasian

Gender: Male  Female

Membership Category: K-12  ESP  Higher Ed  Retired  Student

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: \_\_\_\_\_  
Print full name of state association

Local Association: \_\_\_\_\_

**NEA NATIONAL DIVERSITY TRAINING PROGRAM**  
**Cadre Trainer Application**

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Print full name of local association



**NEA NATIONAL DIVERSITY TRAINING PROGRAM**  
**Cadre Trainer Application**

**TRAINING EXPERIENCE**

**Please list training experiences in which you were the trainer  
(List only experiences with adult learners)**

1. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
2. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
3. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
4. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
5. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_

**BACKGROUND IN SUBJECT MATTER**

**Please list educational courses, training experiences, or workshops on diversity, social justice, cultural competence, or related topics in which you were the participant or student.**

1. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
2. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_
3. Type of Training: \_\_\_\_\_ Year: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Description: \_\_\_\_\_

**NEA NATIONAL DIVERSITY TRAINING PROGRAM  
Cadre Trainer Application**

**ASSOCIATION EXPERIENCE**

**Please list Association positions held, with most recent first. Include volunteer, appointed, and elected positions.**

1. Position:		Year:	
Association:			
2. Position:		Year:	
Association:			
3. Position:		Year:	
Association:			
4. Position:		Year:	
Association:			

**APPLICANT STATEMENT**

Please share your thoughts about the following topics:

1. State why you want to be a member of the NEA National Diversity Training Cadre.
2. In our selection process, one goal is to include the broadest range of diversity, e.g., race, ethnicity, sexual orientation, gender, regional/geographical distribution, NEA membership categories, etc.

**QUESTION:** How would you say that your participation on one of the diversity cadres would contribute to that goal? (Example: Do you bring a particular perspective on diversity issues? Have you made a significant contribution to a primary interest group?)

**Write your response on the following page provided.** Please print or type your response. If typed, use font size no smaller than 12 point type. Your response may not exceed the box provided.

**NEA NATIONAL DIVERSITY TRAINING PROGRAM  
Cadre Trainer Application**

Place your response to Question 1 and 2 here:

A large, empty rectangular box with a thin blue border, occupying most of the page below the instruction. It is intended for the applicant to write their responses to questions 1 and 2.

**NEA NATIONAL DIVERSITY TRAINING PROGRAM  
Cadre Trainer Application**

**DISCLAIMER AND SIGNATURE**

Applicants for the NEA National Diversity Training Cadre may not currently be a member of any other NEA national cadre OR have served on any other NEA national cadre in the past year. This does not apply to applicants who currently serve, or have served, on a state or local cadre in the past year.

Are you currently a member of any other NEA national cadre?       Yes     No

Have you served on any other NEA national cadre in the past year?       Yes     No

If yes, which cadre? \_\_\_\_\_

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If I am selected as a finalist to the NEA National Diversity Training Cadre, I agree to attend the 2-day Pre Training of Trainers (TOT) session and the 5½-day Training of Trainers (TOT) session scheduled for October 17- 19, 2014 and November 10-15, 2014 respectively.

I understand that final cadre selections will not occur until after the November 10-15, 2014, Training of Trainers event.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to my selection for the NEA National Diversity Training Cadre, I understand that false or misleading information in my application can result in my release.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail the application to:

**Antonia Lindauer  
Jefferson County Teachers Association  
1941 Bishop Lane, Suite 300  
Louisville, KY 40218**

Or Fax to:

**Attn: Antonia Lindauer  
502-452-2794**

ALL APPLICATIONS MUST BE RECEIVED BY FRIDAY, AUGUST 29, 2014