



SD Leadership Teams Expectations & Requirements 2017-2018

You have been selected for an important role in our state organization! As a member of a Leadership Team, you will have many rewards and benefits. You also have expectations and requirements to meet to have a successful year

Personal Expectations—

As a team member, you are expected to:

- List an e-mail address you will check REGULARLY (3-4 times/week)
- Reply to e-mails with requested information promptly
- Keep your adviser informed about responsibilities and activities
- Communicate any concerns to your adviser
- Attend Fall Leadership training
- Attend a face-to-face meeting in January
- Attend the state meeting in April

Requirements—

1. Monthly reports (form will be provided), in the agreed format by the 5th of each month. The first report is due on Nov. 5.
2. Copies of any public relations you use to promote your team focuses (newspaper articles, posters, info-graphics, etc.). You are required to submit a minimum of three news article during the year.
3. Copies of workshops or presentations (PPTs, workshop/presentation outlines, etc.). You are required to give a minimum of two presentations in the year, one of which will be at your District meeting.
4. Pictures of activities and projects to showcase activities and projects.
5. Exit Reflection (form will be provided); this will be submitted to the Leadership Team adviser by May 1, 2018.

I have read the expectations and requirements and agree to follow them. I understand that my participation at the 2018 State Meeting may depend on fulfillment of these expectations and requirements.

Student Signature

Date

Adviser Signature

Date