

West-MEC Central Programs CTE Counselor Rookie (High School) Grant Description 2023-2024

West-MEC accepts applications from counselors/career center specialists in member districts and charter schools who have one to three years' experience with career and technical education (CTE). Our goal is to enable these "rookie" grantees to be better prepared in guiding students on their pathway toward career literacy.

ACTION PLAN REQUIREMENTS:

- Attend in-person Pre-conference
- Attend **ONE** West-MEC **CAMPUS** Professional Development Offering
- Deliver **TWO** classroom presentations to at least 30 sophomore students
- Attend West-MEC **EXPERIENCE ORANGE** (October 27, 2023)
- Host an Application Workshop with a WM Recruiter
- Attend **ONE** West-MEC Open House
- Write a short reflection of your grant experience
- Submit deliverables & attend a post-conference (**before April 5, 2024**)
- Signed Consultant form & W-9 (if not already on file with West-MEC)

This competitive grant. A stipend of \$400.00 will be awarded, based on the top rubric scores.

Stipends are processed after the post-conference is conducted and all deliverables are collected. Stipends may take 6-12 weeks to process after all required paperwork is submitted.

***Pre-conference date: No later than Friday, September 22, 2023**

***Post-conference date: No later than Friday, April 5, 2024**

***NOTE:** *If multiple counselors from the same school participate in the grant, different groups of students must be engaged.*

West-MEC Rookie (High School) Counselor Grant

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West-MEC CAMPUS Professional Development (Choose 1)	West-MEC ORANGE Professional Development (Choose 1)	Open Houses (Choose 1)
Southwest Campus “What’s New at SWC?” 10/04/2023 - 8:00-9:30 a.m. OR 10/04/2023 2:00-3:30 p.m.	504 Plans August 31, 2023 8:00-10:00 a.m. West-MEC Corporate	Central Campus 11/02/23 @ 5:30-6:30 12/05/23 @ 5:30-6:30
Central Campus “Getting to Know Precision Machining” 10/19/2023 - 1:30-2:30 PM	ESS Summit September 29, 2023 8:00-11:00 a.m. NWC	Northeast Campus 10/18/23 @ 5:30-6:30 11/16/23 @ 5:30-6:30
Northwest Campus “Getting Gritty @ NWC” 11/07/2023 - 8am-12 p.m.	“A Day in the Life of Project Search” October 3, 2023 Luke Air Force Base	Northwest Campus 10/25/23 @ 5:30-6:30 11/15/23 @ 5:30-6:30
Northeast Campus “You Need to Know NEC!” 12/08/2023 - 12:00-2:00 p.m.	“Fall Update for Charter and Private Schools” October 6, 2023 1:00-3:00 p.m. START@ West-MEC	Southwest Campus 10/24/23 @ 5:30-7:00 12/07/23 @ 5:30-7:00
Central Campus “High Opportunity Programs at Central Campus” 2/27/2024 - 1:30-2:30 p.m	“Experience Orange” October 27, 2023 8:00-12:00 a.m. Northwest Campus	PARTNER - Culinary 10/10/23 @ 6:00-7:00 Regions @ EMCC
Northwest Campus “High Opportunity Programs@ NWC” 2/29/2024 - 2:00-3:30 p.m		PARTNER - EMT 10/10/23 @ 6:00-7:00 EMCC Skill Center
		PARTNER - Fire Science 11/07/23 @ 6:00-7:00 GCC Public Safety Sciences
		PARTNER- Aesthetics, Cosmetology & EMT 12/14/2023 @ 6-7 p.m. GWCC @ Deer Valley



Application for - <<Counselor Grant>> 2023-24

I'm looking forward to participating in the <<Counselor Grant>> and learning more about guiding students on their pathway toward career literacy. Below is my commitment to meet and exceed the grant requirements as specified:

Grantee Name: <<First Name>> <<Last Name>>

Office Phone: <<Office Phone Number>> | Cell Phone: <<Cell Phone Number>>

Grantee School & Position: <<High School>> <<Job Title>>

My in person Grant Pre-Conference Date: _____

My in person Grant Post-Conference Date: _____

GRANT REQUIREMENTS:

- Attend in-person Pre-conference
- Attend **ONE** West-MEC **CAMPUS** Professional Development Offering
- Deliver **TWO** classroom presentations to at least 30 sophomore students
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West-MEC Grant Mentor: <<WM Mentor>> Email: <<WM Mentor Email>>

Grant Applicant _____ Signature _____ Date _____

Campus Administrator _____ Signature _____ Date _____

CTE Director _____ Signature _____ Date _____

Department Chair _____ Signature _____ Date _____

Rubric for Rookie (High School) Counselor Grant 2023-24

Applicant Name _____

High School _____

<u>Grant Requirements</u>	<u>Possible Points</u>	<u>Total Points Earned</u>
Attend (1) West-MEC Campus Professional Development Offering	20	
Deliver (2) classroom presentations to at least 30 sophomore students	30	
Attend West-MEC Experience Orange (October 27, 2023)	15	
Host an Application Workshop with a West-MEC Recruiter	15	
Attend (1) West-MEC Open House	10	
Written Reflection	10	
*Extra Credit (2 pts. for each additional WM event attended)	-	
Total points to be eligible and receive the \$400 stipend	100	

Deliverables:

- Professional Development Certificates
- Rosters for classroom presentations
 - Number of students
 - Class Title
 - Grade Level(s)
- Roster of Application Workshop
- Open House Electronic Sign-In
- Written Reflection

**To be completed by the
Grant Committee:**

Grant Amount Awarded: _____

Grant Declined: _____

Signature: _____

Date: _____

Additional Requirements:

- W-9 (first-time grant applicants only) - must be mailed, faxed, or hand-delivered
- Signed Consultant Form

*This is a competitive grant. A stipend for \$400 will be awarded based on the top rubric score.