

West-MEC Central Programs CTE Rookie Counselor Grant Grant Description 2024-2025

West-MEC accepts applications from counselors/career center specialists in member districts and charter schools with one to three years of experience with career and technical education (CTE). Our goal is to enable these “rookie” grantees to be better prepared to guide students on their pathway toward career literacy. Applicants may participate in the “Rookie” Grant for up to 2 years.

GRANT PLAN REQUIREMENTS:

- Attend In-person Pre-Conference
- Attend **ONE** West-MEC **CAMPUS** Professional Development Offering
- Attend **ONE ORANGE OPTION** Professional Development
- Attend West-MEC **EXPERIENCE ORANGE** (October 25, 2024)
 - First-time Grantees **ONLY** need to attend Experience Orange
 - Second-year grantees will choose a different **ORANGE OPTIONS** Professional Development
- Deliver **TWO** classroom presentations to at least 30 sophomore students
- Host **ONE** Application Workshop with a WM Recruiter
- Attend **ONE** West-MEC Open House
- Write a short reflection on your grant experience
- Submit deliverables & attend a post-conference (**before <<Post-Conference Date>>**)
- Signed Consultant form & W-9 (if not already on file with West-MEC)

***Grant Application closes: <<App Due Date>>**

***Pre-conference date: _____ (By <<Pre-Conference Date>>)**

***Post-conference date: _____ (By <<Post-Conference Date>>)**

This is a 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.

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

West-MEC Rookie Counselor Grant

Professional Development Requirements:

- Attend **ONE** West-MEC Open House - must sign-in on campus for attendance verification
- Attend **ONE** West-MEC **CAMPUS** Professional Development Offering
- Attend **ONE ORANGE OPTION** Professional Development
- Attend West-MEC **EXPERIENCE ORANGE** (October 25, 2024)
 - First-time Grantees **ONLY** need to attend Experience Orange
 - Second-year grantees will choose a different **ORANGE OPTIONS** Professional Development

West-MEC CAMPUS Professional Development (Choose 1)	"Orange Options" (Choose 1)	Open Houses (Choose 1)
Northwest Campus "Beauty & Wellness @ WM" 9/24/24 @ 7:45-10:00	FOCUS Training - In Person (1st & 2nd year users) 9/27/24 @ 8:00-10:00 West-MEC Corporate	Central Campus 11/14/24 @ 5:30-6:30 12/10/24 @ 5:30-6:30
Southwest Campus "The West-MEC Student Experience Beyond the Classroom" 9/26/24 @ 8:00-10:00 & 1:00-3:00	"A Day in the Life of Project Search" 10/01/24 @ 9:30-11:30 Glendale Renaissance Hotel	Northeast Campus 10/16/24 @ 5:30-6:30 11/14/24 @ 5:30-6:30
Central Campus "A Day in the Life of an Aviation Student" 10/01/24 @ 8:00-10:00	"Fall Update for Charter & Private Schools" 10/18/24 @ 12:00-2:30 START@ West-MEC	Northwest Campus 10/30/24 @ 5:30-6:30 11/20/24 @ 5:30-6:30
Northwest Campus "Post-Secondary Opportunities for West-MEC Students" 10/17/24 @ 1:00-2:30	"Recruitment & Retention of Non-Traditional Students" 10/23/24 @ 10:15-11:15 START @ West-MEC	Southwest Campus 10/29/24 @ 5:30-7:00 12/05/24 @ 5:30-7:00
Partner Programs "Exploring Esports @ PVCC" 11/06/24 @ 1:00-2:30	FOCUS Training - Virtual (3+ years experience) 11/08/24 @ 8:00-11:00	PARTNER - Aesthetician, Cosmetology, EMT 10/06/24 @ 6:00-7:00 GWCC @ Deer Valley
Northeast Campus "Student Voices in CTE" 11/15/24 @ 8:00-9:00 & 1:30-2:30	"College & Career Readiness Roadshow" 12/11/24 @ 8:30-10:30 START @ West-MEC	PARTNER - Culinary 10/07/24 @ 6:00-7:00 Regions @ EMCC
Partner Programs "All About Aesthetics @ GWCC-DV" 2/05/25 @ 1:00-2:00	Virtual Visit to be completed by: 12/13/24	PARTNER - Esports & EMT 11/12/24 @ 6:00-7:00 PVCC Welcome Center
Central Campus "High Opportunity Programs at Central Campus" 2/25/25 @ 8:00-10:00	Van Tour To be completed by: 12/13/24	PARTNER - Fire Science 11/13/24 @ 6:00-7:00 GCC Public Safety Training Ctr.

Application for - <<Counselor Grant>> 2024-2025

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
- Attend **ONE ORANGE OPTION** Professional Development
- Attend West-MEC **EXPERIENCE ORANGE** (October 25, 2024)
 - ONLY First-time Grantees should attend
 - Second-year grantees will choose a different **ORANGE OPTION** Professional Development
- Deliver **TWO** classroom presentations to at least 30 sophomore students
- Host **ONE** Application Workshop with a WM Recruiter
- Attend **ONE** West-MEC Open House
- Write a short reflection about your grant experience
- Submit deliverables & attend a post-conference (**before <<Post-Conference Date>>**)
- Signed Consultant form & W-9 (if not already on file with West-MEC)

West-MEC Grant Mentor: <<WM Mentor>> Email: <<WM Mentor Email>>

Grant Applicant _____ Signature _____ Date _____

Department Chair _____ Signature _____ Date _____

Campus Administrator _____ Signature _____ Date _____

CTE Director _____ Signature _____ Date _____

Rubric for Rookie Counselor Grant 2024-2025

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 25, 2024)	10	
Attend (1) Orange Option Professional Development	10	
Host an Application Workshop with a West-MEC Recruiter	10	
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 of \$400 will be awarded based on the top rubric score.*