

BALTIMORE COUNTY PUBLIC SCHOOLS

Extra Duty Activity (EDA)

Name of EDA:	SkillsUSA/Industry Sponsored Competitions (ISC)
School Level:	High

Description of Activity: SkillsUSA/ISC is a national nonprofit organization serving teachers and high school and college students who are preparing for careers in trade, technical and skilled service occupations, including health occupations. SkillsUSA/ISC provides quality education experiences for students in leadership, teamwork, citizenship and character development. It builds and reinforces self-confidence, work attitudes, and communications skills. It emphasizes total quality at work: high ethical standards, superior work skills, life-long education, and pride in the dignity of work. SkillsUSA/ISC programs include local, state, and national competitions in which students demonstrate occupational and leadership skills. These programs also help to establish industry standards for job skill training in the lab and classroom, and promote community service.

Under the direction of the principal, the SkillsUSA/ISC advisor facilitates student learning, supports the chapter, and allows the students to take the lead whenever possible. Advisors use good questioning, active listening, and coaching to help students set goals, priorities, and timelines. The SkillsUSA/ISC advisor should have knowledge of career and technology education. Experience sponsoring this type of club is helpful. Organizational skills are important and the advisor should be able to communicate effectively with students and adults.

Link to the Blueprint for Progress: The SkillsUSA/ISC advisor supports the school system’s mission of providing a quality education for all students. The SkillsUSA/ISC program incorporates the *Blueprint’s* Performance Goal 1, Indicator 1.20, Strategies f, g, h, i, j, k, p, q, and r, Performance Goal 3, Strategy d, and Performance Goal 4, Strategies b and d.

Examples of Specific Duties of this EDA Sponsor	Estimated Hours
--	------------------------

Preparation and Planning	20 – 30
<ul style="list-style-type: none"> • Registers with the state SkillsUSA/ISC office and requests to be placed on the mailing list • Researches upcoming activities or deadlines • Identifies one or more SkillsUSA/ISC leader to help with the chapter • Generates student interest in the chapter by organizing and conducting a promotional kick-off event • Gains support from other faculty members to involve students from other training programs • Asks for support and involvement of the Industry Advisory Council and uses the council as a resource for guest speakers, contest judges, etc. 	

Other EDA Duties

105 – 135

- Meets with students to plan events and prepare for competitions
- Meets with administrator to request permission to start new program, event, or community-based project and to gain support for the SkillsUSA/ISC chapter
- Prepares for competition in the Skills USA/ISC championships
 - Determines and announces the rules, dates, and awards
 - Invites Industry Advisory Council members to help plan event, conduct contests, and serve as judges
 - Completes registrations for students to move on to other events
 - Helps students prepare for any events they enter
- Collects and submits dues and membership roster to national office
- Establishes bank account for the chapter
- Coordinates fund raisers
- Oversees the establishment of a student leadership structure through the election of classroom and schoolwide officers
- Establishes and conducts calendar of activities which include the following:
 - Professional development
 - Community service
 - Employment
 - Ways and means
 - Public relations
 - Social activities
 - SkillsUSA/ISC championships
- Creates teams or committees to organize activities
- Integrates SkillsUSA/ISC activities into ongoing classroom activities and lessons
- Integrates SkillsUSA/ISC employability activities using professional development program
- Organizes a chapter appreciation banquet to recognize those who helped during the year
- Reviews all activities for improvement opportunities

Estimated Annual Hours that a Teacher Might Spend to Sponsor this EDA: 125 – 165

Minimum Number of Students Required: 5

Annual Compensation

SkillsUSA is a Level II activity.