

NCTE Professional Development Consulting Network Application

The National Council of Teachers of English (NCTE) is seeking highly qualified educational consultants in all areas of the English language arts. All applicants must:

1. Possess sophisticated subject matter expertise and experience with teaching practices that help diverse student populations excel.
2. Have the necessary consulting skills to successfully lead workshops, presentations, or act as a consultant or coach for classroom teachers, staff developers, and other school leaders.
3. Demonstrate alignment with NCTE's values, and appropriate NCTE guidelines or policy statements through membership and professional activities. These can be found on the NCTE web page (<http://www.ncte.org/about/over/core/111610.htm>) or can be requested from NCTE.
4. Participate in on-going professional development opportunities and continue to learn and grow as a professional and practitioner in English language arts.
5. Commit time to NCTE's Professional Development Network, providing advice about future product and service development and general support for NCTE membership and participation.

NCTE welcomes applications to the NCTE Consulting Network from candidates possessing these qualifications.

Application to Join the NCTE Professional Development Consulting Network

Application Submission Process

Items to be submitted include:

1. One copy of your current curriculum vitae (submit electronically).
2. Three copies of selected portfolio artifacts that demonstrate how you work with teachers as a presenter and/or consultant. These could include (but are not limited to):
 - support materials, handouts, and other materials used while consulting;
 - descriptive letters that illustrate how you work with school/district officials;
 - formal or informal long term relationships with client or repeat engagements at the same location;
 - case studies that talk about your role and efforts as a consultant;
 - samples of published writing;
 - research reports;
 - interviews;
 - summary of evaluations from previous consulting engagements
3. Anchor book list or persons influential in your work.
4. Application form (available online in the FAQ section at www.ncte.org/profdev/onsite/)
5. Any additional information that you feel is relevant when considering your particular skill set for the Professional Development Consulting Network.
6. A cover letter synthesizing your experiences and demonstrating why you should be in the consulting network.

Please submit these materials to:

NCTE Office of Professional Development

Janet Brown

NCTE

1111 W. Kenyon Road

Urbana, IL 61801

Send vitae (and other items if possible) to: jbrown@ncte.org

Application Process

1. NCTE will confirm receipt of application by email within 2-4 days of receipt.
2. NCTE's Office of Professional Development will complete an initial review of your application to confirm all criteria are met and components of the application are present.
3. The NCTE Professional Development Advisory Team will review applications to determine eligibility for NCTE Consulting Network.
4. Applicants can expect to receive a letter/email regarding the status of their application within **6-8 weeks** of submission receipt.
5. Upon acceptance, consultant must agree to the terms of the contract. Per contracted engagement the consultant shall receive 90% of the consulting fee paid to NCTE. In exchange, NCTE will make arrangements, provide marketing services, and help the consultant make the most effective use of their services.

NCTE Professional Development Consulting Network Application Form

Name: _____ Date: _____

E-mail: _____ Phone: _____

Affiliation and Preferred mailing address, if different from your curriculum vitae:

What is the best way to contact you? (e-mail, mail, phone)

1. Please indicate your level(s) of expertise:

- ☐ Elementary
- ☐ Middle
- ☐ Secondary
- ☐ College

2. What are the areas of specialty in which you would be available as an NCTE Consultant?
Please list:

3. Tell us about your consulting availability
- a. How many days per month/year are you available to consult? Or what dates are you available?
 - b. Do you prefer certain times of the year to present/consult? If so, when?
 - c. What geographic/travel limitations do you have, if any?

6. What are your preferred speaking/consulting formats? Check all those that apply.

___ **Residency / Visiting Teacher**

A multi-day classroom visitation for demonstration lessons, observation or specialized teaching.

___ **Breakout Sessions**

1 to 4 hour group training/presentation following a keynote address.

___ **Conference Keynote**

1 to 1 1/2 hour speech or (presentation) to a large audience.

___ **Inservice or Institute**

An onsite school training or presentation for teachers

___ **Workshop**

1 to 4 hour training/presentation prepared and conducted by a speaker.

___ **Consultation-**

With team of administrators or teachers (could be a year-long consultation)

___ **Coaching in Online Community-**

Being available in a private forum for users of Pathways or other online programs as a follow up to an onsite presentation.

___ **Other?** _____

If you have any questions about the Professional Development Consultant Network or this application, please contact Janet Brown at profdev@ncte.org or call 1-800-369-6283, ext. 3617.