

2018 IGNITE TEAM LEADER POSITION DESCRIPTION

The Team Leader position is incredibly competitive, but also exceptionally rewarding. Applicants should ensure they meet the minimum qualifications and are able to fulfill the responsibilities of the position.

The Ignite Program educates incoming students about leadership and service opportunities for involvement and life outside the classroom while meeting other new students and developing their leadership skills. Ignite participants learn about getting student leadership opportunities and making a difference while attending the University of Tennessee. The Ignite Program is divided into three programs: *Knox*, a four-day community engagement and leadership program; *Leadership Summit*, a fun filled three-day traditions and leadership retreat; and *Serves*, a four-day on-campus leadership & service program

As a 2018 Ignite Team Leader you will have the opportunity to educate incoming students about campus leadership opportunities while helping them to successfully transition into the UT environment. Team Leaders provide a meaningful mentoring relationship while helping new students learn what it means to be a Volunteer. As a Team Leader you will also have the opportunity to discover and develop your leadership potential.

TEAM LEADER ESSENTIAL QUALIFICATIONS

- ✓ Must have a minimum cumulative GPA of 2.5 at the time of application & be in good standing with the university.
- ✓ If selected, must maintain a cumulative GPA of 2.5 throughout the term.
- ✓ Must be enrolled full time (12 credit hours) at UT for Fall 2017 and Spring 2018 semesters.
- ✓ Must be available to serve at the Ignite program for which you are selected.
- ✓ Must be enrolled in the 2018 Ignite Team Leader class.
- ✓ Must display professionalism and school spirit.
- ✓ Must demonstrate a commitment to new students and their success.
- ✓ Must be open to learning and challenging oneself to grow in leadership capacities.
- ✓ Must show respect for peers, advisors, and students.
- ✓ Must be open to receiving and responding to constructive feedback.

TEAM LEADER RESPONSIBILITIES

- ✓ Assist with new students' transition into the University of Tennessee.
- ✓ Develop new students' interpersonal and leadership skills.
- ✓ Challenge freshmen to examine their attitudes, values and goals.
- ✓ Lead a small group of students through teambuilding initiatives, diversity training, values clarification and group identity activities.
- ✓ Educate new students about University of Tennessee traditions and campus leadership opportunities.
- ✓ Positively represent the University of Tennessee and the Center for Leadership and Service at all times.
- ✓ Support and encourage all Center for Leadership and Service programs.
- ✓ Serve as a role model for all undergraduate students at the University of Tennessee.
- ✓ Uphold the University standards of conduct.
- ✓ Attend **ALL** required Ignite meetings, classes and programs.

TRAININGS:

Ignite Team Leaders are required to complete the following trainings:

- ✓ **ALL Ignite Team Leader Welcome Meeting: November 27th at 5:30pm**
- ✓ **Ignite TL Class Spring 2018**
 - **Ignite Knox and Serves: Tuesdays from 2:10-4:55pm**
 - **Ignite Summit: Thursdays from 2:10-4:55pm**
- ✓ **Ignite TL Retreat: February 9-11, 2018**

Additional time commitments:

- ✓ Clifton M. Jones Student Leadership Conference March 24, 2018
- ✓ MLK Jr. Day of Service January 13, 2018
- ✓ Assist with Ignite recruitment via Orientation sessions in summer of 2018 (if available)
- ✓ Serve as a 2018 Welcome Week Leader in August
- ✓ Fall 2018 Ignite reunion event: August 24, 2018
- ✓ Attend monthly Ignite continuity programs in Fall 2018 (TBD)

Depending on which program you are applying for (Leadership Summit, Serves, or Knox) you are required to attend the following:

Ignite Knox

- ✓ Ignite Knox (July 22-27, 2018) *includes TL prep dates

Ignite Leadership Summit

- ✓ Ignite Leadership Summit sessions (must attend BOTH) *includes TL prep dates
 - Session one (June 6-10, 2018)
 - Session two (August 15-19, 2018)

Ignite Serves

- ✓ Ignite Serves (August 11-16, 2018) *includes TL prep dates

IF ALL THE ABOVE RESPONSIBILITIES ARE FULFILLED TO THE BEST OF YOUR ABILITY, THE IGNITE TEAM LEADER WILL RECEIVE:

- ✓ \$300 stipend (in August 2018)
- ✓ \$50 in Ignite Team Leader gear

By signing this agreement, you are committing to fulfill the role of IGNITE TEAM LEADER for 2018. If for any reason you do not fulfill your commitment to the Ignite program or if you are removed from your position you understand that you will not receive the listed stipend.

Print Name

Signature

Date