2019 IGNITE TEAM LEADER DESCRIPTION & COMMITMENT

As a 2019 Ignite Team Leader you will have the opportunity to lead incoming students in small groups and educate them about campus leadership opportunities while also guiding them through their transition into the UTK. 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 discover and develop your leadership potential.

TEAM LEADER ESSENTIAL QUALIFICATIONS

- Must have and maintain a minimum cumulative GPA of 2.5 & be in good standing with the university.
- Must be enrolled full time (12 credit hours) at UT for Fall 2018 and Spring 2019 semesters.
- Must be enroll in and successfully pass the 2019 Ignite Team Leader class.
- Must display professionalism and school spirit.
- Must be open to learning and challenging oneself to grow in leadership capacities.
- Must be open to receiving and responding to constructive feedback.

TEAM LEADER RESPONSIBILITIES AND SKILLS

Mentoring and Empowerment

- Assist with new students’ transition into the University of Tennessee.
- Develop new students’ interpersonal and leadership skills.
- Challenge new students to examine and establish their leadership style, values and goals.
- Serve as a role model for all undergraduate students at the University of Tennessee.

As a result of the Ignite Team Leader position, you will...

- Effectively use one’s expertise and experience to teach, coach, and challenge individuals with less experience to reach their potential
- Offer critiques and advice in a timely and respectful manner to improve a student’s decisions, effectiveness, or interactions with others

Facilitation

- Lead a small group of students through teambuilding initiatives, diversity education, values clarification and identity activities.
- Educate new students about University of Tennessee traditions and campus leadership opportunities.

As a result of the Ignite Team Leader position, you will...

- Understand ways to manage group development during a meeting, activity, or conversation
- Effectively lead discussions, ask prompt questions, and keep the group on track

Ethics

- 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.

As a result of the Ignite Team Leader position, you will...

- Understand how to develop productive relationships with other Ignite Team Leaders, Co-Directors, and CLS staff
- Believe in cultivating connections with others that contribute positively to their personal growth and the growth of the Ignite program

Career Readiness Competencies developed through this position:

- Leadership: Leverage the strengths of others to achieve common goals, and use interpersonal skills to coach and develop others.
- Teamwork/Collaboration: Build collaborative relationships with colleagues and customers representing diverse cultures, races, ages, genders, religions, lifestyles, and viewpoints; ability to work within a team structure, and can negotiate and manage conflict.
TRAININGS:
Ignite Team Leaders are required to complete the following trainings:
✓ ALL Ignite Team Leader Welcome Meeting: November 27th 5:30-8:30pm
✓ Ignite TL Class Spring 2019
  o Tuesdays from 2:10-4:55pm
✓ Ignite TL Retreat: February 8-10, 2019

Additional required time commitments:
✓ MLK Jr. Day of Service January 19, 2019
✓ Clifton M. Jones Student Leadership Conference March 2, 2019
✓ Assist with Ignite recruitment via Orientation sessions in summer of 2019 (if in Knoxville) – paid compensation will be provided for these shifts
✓ Fall 2019 Ignite reunion event: August 23, 2019
✓ Participate in monthly Ignite continuity programs with Ignitees in Fall 2019 (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 9-13, 2019) *includes TL prep dates

Ignite Leadership Summit
✓ Ignite Leadership Summit sessions (must attend BOTH) *includes TL prep dates
  o Session one (July 17-21, 2019)
  o Session two (August 14-18, 2019)

Ignite Serves
✓ Ignite Serves (August 9-15, 2019) *includes TL prep dates

THIS IS A PAID STUDENT LEADER POSITION. IF ALL THE ABOVE RESPONSIBILITIES ARE FULFILLED TO THE BEST OF YOUR ABILITY, THE IGNITE TEAM LEADER WILL RECEIVE:
✓ $7.25 per hour for the 40-50 hours worked in an Ignite session
✓ All required Ignite shirts are provided as well as some meals on prep days and all meals on program days

By signing this agreement, you are committing to fulfill the role of IGNITE TEAM LEADER for 2019. 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 pay.

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Print Name                          Signature                          Date