
2020 IGNITE TEAM LEADER DESCRIPTION & COMMITMENT

As a 2020 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 2019 and Spring 2020 semesters
- ✓ Must be enroll in and successfully pass the 2020 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 peers' and new students' interpersonal and leadership skills
- ✓ Challenge peers' and new students to examine and establish their leadership style, values and goals
- ✓ Foster an inclusive environment for the UTK community
- ✓ 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 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

- ✓ Seek opportunities to learn about different cultures and experiences
- ✓ Positively represent the University of Tennessee and the Jones Center for Leadership and Service at all times
- ✓ Support and encourage all Jones Center for Leadership and Service programs

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

- ✓ Enhance cross cultural communication skills
- ✓ Understand how to develop productive relationships with other Ignite Team Leaders, Co-Directors, and JCLS 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 UTK community, Knoxville community partners, and all other Ignite stakeholders; ability to work within a team structure, and can negotiate and manage conflict

TIME COMMITMENTS:

Ignite Team Leaders are required to complete the following trainings:

- ✓ ALL Ignite Team Leader Welcome Meeting: December 2, 2019
- ✓ Ignite TL Class Spring 2020
 - Tuesdays from 2:10-4:55pm
- ✓ Ignite TL Retreat: February 7-9, 2020

Additional commitments:

- ✓ Attend MLK Jr. Day of Service: January 18, 2020
- ✓ Attend Clifton M. Jones Student Leadership Conference: March 7, 2020
- ✓ Fall 2020 Ignite reunion event: August 26, 2020
- ✓ Assist with Ignite recruitment via Orientation sessions in summer of 2020 (if in Knoxville) – paid compensation will be provided for these shifts

2020 Ignite Sessions

- ✓ Knox: July 8-11 and 15-18
- ✓ Serves: August 10-13
- ✓ Leadership Summit: August 15-17
- ✓ **Note: All Leadership Summit TLs will also participate in Serves**

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 2020. 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.

Print Name

Signature

Date