



800 Troy-Schenectady Road, Latham, NY 12110-2455

518-213-6000 800-528-6208 FAX 518-213-6456

www.nysut.org/elt

SRP PROFESSIONAL DEVELOPMENT PROGRAM APPLICATION FORM

Please Print

Date _____ SS # _____

Name _____
(Last) (First) (Middle Initial)

E-mail Address _____

Home Address _____
(Street)

(City) (State) (Zip Code)

Home Phone _____ Cell Phone _____

Local Union Name _____

Local President's Name _____
(Phone Number)

School Name _____

School Address _____
(Street)

(City or Town) (Zip Code) (Telephone #)

Job Title _____
(# of years in position)

Job Duties (brief description) _____

ADDITIONAL INFORMATION

The following will help us know more about your strengths and skills. Please fill out where applicable. You may attach additional sheets if needed.

Please list any professional development and inservice training programs you have attended in the past three years. You may also include any coursework taken.

Please list any prior experience providing training for adults.

Identify the things that you do well in your work and that cause you to be successful. Include any special recognition you have received from your district, community and other organizations for your work.

Presentation Availability

Please indicate your availability to present seminars:

_____ during the school day _____ after school
_____ evening _____ weekends

Please indicate your willingness/ability to travel to present seminars:

_____ 5 – 10 miles _____ 10 – 30 miles
_____ 30 – 50 miles _____ 50 or more

Statement of Interest

Please write a short statement explaining why you would like to become a instructor for the Education & Learning Trust. You may attach an additional sheet, if needed.

By signing, you attest that the applicant is in good standing with the union

Signature of Local President

Date



800 Troy-Schenectady Road, Latham, NY 12110-2455
518-213-6000 800-528-6208 FAX 518-213-6456
www.nysut.org/elt

SRP INSTRUCTOR PROFILE

The following describes the qualities sought in Education & Learning Trust SRP instructor candidates.

- Recognized and respected professional - we seek a professional who is a NYSUT member with a reputation as an outstanding School-Related Professional and who is respected by peers.
- Time and commitment - the individual should be available to devote the amount of time necessary: learning, planning, promoting the program and teaching adult learners.
- Knowledge of the "system" - the instructor needs to understand the union structure, the school district structure, and have the ability to work effectively within these structures. He or she needs to know whom to contact and how to work cooperatively with them.
- Experience in planning and conducting training for adults - prior experience acting as a resource for other school-related professionals is a plus. Experience in organizing sessions, setting agendas and motivating others, as well as being an innovator, initiator and risk-taker, are qualities of an effective instructor.
- “Special Competencies” as an outstanding professional - the individual should be able to document unique characteristics and abilities that go beyond the usual expectations of the profession. These can be demonstrated through additional trainings, outstanding skills in specific areas, experiences with adult training in workshops, and awards or recognitions.