

New Jersey DECA

Fall 2011

COLT Conference

Chapter Officer Leadership Training

November 2, 2011

Burlington County Institute of Technology
695 Woodlane Road
Westampton, NJ 08060

NEW JERSEY DECA
FALL 2011
CHAPTER OFFICE LEADERHSIP TRAINING

The New Jersey DECA State Officers would like to offer the Chapter Officers and student leaders throughout the State of New Jersey the opportunity to attend a leadership training workshop similar to the Leadership Academy held at the International Career Development Conference.

The training conference will be held on November 2, 2011 at the Burlington County Institute of Technology in Westampton, NJ.

Conference Registration will be from 8:30 a.m. to 8:45 a.m. **There will not be any food or drinks offered in the morning.** Lunch will be provided for everyone from 11:30 a.m. to 12:30 p.m. The conference activities will begin at 9:00 a.m. and will conclude at 2:00 p.m. Please arrange for your school bus to pick up your chapter between 2:15 p.m. and 2:30 p.m. so that students are not leaving before 2:00 p.m. during the presentation.

The program will concentrate on general information about DECA, goal setting, leadership, communications, team building and public speaking. The purpose of this conference is to provide the New Jersey DECA Chapter Officers and student leaders with in-depth information about these topics and to help them become motivated to provide outstanding leadership on their local chapter level.

Please direct any questions you might have regarding this conference to:
Mrs. Helen Morris, BCIT DECA Chapter Advisor
Phone: (609) 267-4226 ext. 271
E-mail: hmorris@bcit.cc

NEW JERSEY DECA
FALL 2011
CHAPTER OFFICER LEADERSHIP TRAINING AND
PROFESSIONAL DEVELOPMENT CONFERENCE

For the 2011-2012 school year, the COLT conference will again take on the additional responsibility of offering professional development workshops to DECA Chapter Advisors and Marketing Education Teachers. The grant under which New Jersey DECA operates requires that the CTSO's in the state offer developmental activities to the professionals involved with the students who participate in the student organizations.

All New Jersey Marketing Education professionals are encouraged to attend this professional development experience. The COLT conference is a perfect time to offer this type of professional activity, because Marketing Education teachers usually attend this conference with their students. However, Marketing Education teachers:

- **Whether or not they presently have DECA as a part of their program, and**
- **Whether or not they choose to bring students to this training session,**

are invited to attend the professional development workshops.

A certificate for the professional hours will be provided for all attendees.

Use the form provided in this packet to register for this activity, whether or not you plan to bring students.

Please direct any questions you might have regarding this professional development workshop to:

Mrs. Helen Morris, BCIT DECA Advisor
Telephone: (609) 267-4226 ext. 271
E-mail: hmorris@bcit.cc

Please note that the conference begins at 9:00 a.m. and will finish at 2:00 p.m. Arrange for your buses to pick up students between 2:15 p.m. and 2:30 p.m. so that the students do not walk out during the presentation.

Thank you for your consideration.

2011 CHAPTER OFFICER LEADERSHIP TRAINING REGISTRATION PROCEDURE

Each DECA Chapter Advisor is asked to register the chapter officers and student leaders as well as adult advisors attending the training. Everyone in attendance must pay the \$15.00 registration fee.

To register everyone planning to attend, complete the appropriate registration forms and mail or fax to Helen Morris at BCIT. The maximum number of chapter leaders per school who are eligible to attend is twelve (12). Legibility when printing or typing the registration form is extremely important as these forms will be used for identification badges.

The students attending the Chapter Officer Leadership Training do not necessarily have to be DECA members as yet, since NJ DECA membership is not due until November 18, 2011. Therefore, this workshop might be used as a recruiting tool for building DECA chapter leadership and membership.

REGISTRATION FEES:

\$15.00 per student or professional

Any additional adults attending must also pay the \$15.00 registration fee as this cost includes lunch.

CHANGES/SUBSTITUTIONS:

All name changes to the original registration must be made in writing to Helen Morris by mail or e-mail.

CANCELLATIONS/REFUNDS:

No refunds will be granted after the registration deadline, October 14, 2011.

**2011 CHAPTER OFFICER LEADERSHIP TRAINING
REGISTRATION SUMMARY**

Mail to:
Mrs. Helen Morris
Burlington County Institute of Technology
695 Woodlane Road
Westampton, NJ 08060

Deadline: October 14, 2011

Instructions:

1. Attach this form to the registration forms and submit on or before October 14, 2011.
2. A maximum of twelve (12) chapter officers or leaders per school are eligible to attend.
3. Registration fee is \$15.00 per student or professional. Everyone planning to attend must pay \$15.00 per person. This charge applies to any additional adults who will be attending.
4. One check, money order or purchase order for the total number of persons registering is to be sent with all completed forms. Please make check payable to NJ DECA.
5. No refunds will be granted after the registration deadline, October 14, 2011.
6. If your school requires an invoice in order to process this purchase order or check, please use this form as an invoice.

Name of School _____

Chapter Advisor's Name _____

School Phone # _____ Fax # _____

Students Attending: \$15.00 X _____ =\$ _____

Professionals Attending: \$15.00 X _____ =\$ _____

Additional Adults: \$15.00 X _____ =\$ _____

Total number attending: _____

Total amount due: _____

PLEASE MAKE CHECKS PAYABLE TO: NJ DECA

2011 CHAPTER OFFICER LEADERSHIP TRAINING REGISTRATION FORM

Mail or E-mail to:
Mrs. Helen Morris
Burlington County Institute of Technology
695 Woodlane Road
Westampton, NJ 08060
hmorris@bcit.cc

Deadline: October 14, 2011

Instructions: Please print or type information requested. This information will be used for name badges as well as registration. Please include everyone expected to attend, including Chapter advisors and any other professionals.

Name of Attendee (student, professional, advisor)	Title, if applicable (Chapter Advisor, Chapter Officer, etc.)
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