



## Application Process

National Scholarship & Standards Committee adheres to a Membership Intake Trainers Certification process. This process provides a standardized selection and certification process for Membership Intake Trainers across the seven regions. The Regional Director shall select a group of applicants to participate in the certification training and serve as Regional Membership Intake Trainers. These trainers shall serve for **two years**. Please note that the Membership Intake Trainer Certification process requires all current and past trainers complete the attached application and be selected by the Regional Director in order to proceed.

### SELECTION CRITERIA:

The Regional Director will select participants using the following categories and ratings:

RATING SCALE	CATEGORIES
20 Points	The number of times the applicant conducted Membership Intake training within the past four years.
20 Points	Total number of years the applicant served as a Membership Intake Trainer, DID Trainer or conducted trainings as a member of Scholarship & Standards, Leadership Academy or National Finance.
20 Points	Applicant is currently or has been a member of Regional Leadership Team, and serves or has served on a National Committee.
20 Points	Professionally/civically, applicant currently or has conducted trainings and/or facilitated meetings, retreats, etc.
20 Points	Professionally/civically, applicant demonstrates leadership and participation on a Local, State or National level.
100 Points	<b>TOTAL</b>

### APPLICANT RESPONSIBILITIES:

- Submit application to Regional Director;
- If selected, attend the Membership Intake “Train the Trainer” session during the 2020 Regional Conference cycle;
- Conduct two (2) Membership Intake Chapter Training sessions per sorority year; **and**
- Attend and/or participate in all subsequent trainings, relating to the Membership Intake Trainer Certification Process, via webinars, conference calls, and meetings as scheduled by the members of the National Scholarship & Standards Committee.

### INSTRUCTIONS FOR SUBMITTING APPLICATION:

- Step 1: Complete, in its entirety, the attached application
- Step 2: Submit electronically the completed fillable application to the Regional Director
- Step 3: Deadline for submission: midnight **Friday, February 21, 2020**

**SELECTED APPLICANTS NOTIFIED: March 2020**