

**Official Job Posting**  
**Team Member, 2023 Connecting for Success Steering Committee**  
**Massachusetts Association of Vocational Administrators (MAVA)**  
**September 9, 2022**

Title

Team Member, 2023 Connecting for Success Steering Committee

Job Summary

Team Members work with the 2023 Connecting for Success Conference Co-Chairs to help oversee, offer suggestions, and resolve any issues that arise with the Conference. They provide thoughts, ideas, and expertise to help make the Conference successful. The Steering Committee meets every 6-8 weeks to ensure all aspects of the Conference are progressing.

Overview of MAVA Connecting for Success Conference

The Connecting for Success Conference is run by the Massachusetts Association of Vocational Administrators (MAVA) for its members. It is the largest professional development conference for vocational educators in Massachusetts.

The Conference is scheduled for late June 2023. It will be conducted in-person at Assabet Valley Technical High School in Marlborough, MA.

Duties

- Assist in the planning and development of the Conference
- Provide suggestions in the best interest of those who will be participating in the Conference
- Work with Co-Chairs to resolve any issues that may arise
- Assist in communications and information sharing regarding the Conference
- Attend Steering Committee meetings every 6-8 weeks

Requirements

Team Members must currently serve or have previously served in the role of a vocational administrator or teacher or as part of the support staff in a Massachusetts public high school offering one or more Chapter 74-approved programs. At least three years of experience as a teacher in Massachusetts vocational-technical education is preferred. Experience as a vocational director is preferred.

## Technical Requirements

Team Members should be familiar with electronic communications, including email, Microsoft Word, Microsoft Excel, Microsoft Teams, and the like.

## Compensation

Members of the Steering Committee are volunteers. They are not compensated for their service.

## Appointment Status

This is a one-year position. It is expected to be posted annually.

## Selection Process

Interested parties must submit a letter of interest to Steven C. Sharek, MAVA Executive Director, at [stevesharek@MAVA.us](mailto:stevesharek@MAVA.us), by September 22, 2022, at 11:00 a.m.

Selection of Screening Committee members will be made by the Steering Committee Co-Chairs in consultation with the Executive Director.

## Start Date

Screening Committee members are expected to begin work as soon as a full Steering Committee is established.

## Equal Opportunity

The Massachusetts Association of Vocational Administrators (MAVA) is an Equal Opportunity Employer. MAVA selects volunteers, vendors, employees, and independent contractors without regard to race, color, sex, gender identity, religion, national origin, sexual orientation, or disability.

MAVA seeks to actively recruit, welcome, and support a workforce which is diverse and inclusive of all people so that we can support the success and growth of all individuals.