

April 10, 2002

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 01-26
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG  
National Director  
Office of Job Corps

SUBJECT: Student Involvement in U.S. Department of Labor's Job Corps  
Alpha Conference 2002

1. Purpose. To present a demonstration of Job Corps students' creative talents and professional abilities at the Department of Labor's Job Corps Alpha Conference 2002.
2. Background. In past years, Job Corps students have participated in the Alpha Conference as student ambassadors, panelists, and plenary session attendees. Last year, a number of students demonstrated their creative talents. This was so successful that the National Office of Job Corps would like to have Job Corps students present their creative talents throughout the conference again this year.

The conference will take place at the Hyatt Regency on Capitol Hill, in Washington, DC, July 22 - 24, 2002. It is the largest annual gathering of the Job Corps leadership and this venue provides the opportunity to display the diverse talents of our students to the external community.

3. Action. Participation in the student presentations is voluntary and it is up to each center to determine the type of creative talent it would like their students to share. This is not a contest, but an opportunity for your students' talents to be recognized by your peers in the Job Corps community. We have developed a two-step process:

**Step One: *Call for Creative Talents and Abilities.*** The national office invites centers to submit the attached form, to showcase your students' creative talents. The national office encourages centers to suggest items that can be represented in a variety of ways. For example, large screens for showing still photos and video

clips of performances, and easels and tables for pottery and arts and crafts will be available at the conference.

**Step Two: *National Office Review*** - The national office has appointed a Task Force that will determine how entries will be integrated into the conference. The Task Force will make its decisions and inform center directors whether their entry has been selected. In some cases, based on available space, time, and support, students will be selected to participate in person at the conference. If students and the center accept, travel and accommodations for students and staff chaperones will be the responsibility of the center/operator.

Centers are encouraged to submit innovative entries. The following are possible suggestions for submission:

- < Visual arts (drawing, painting, photography, arts and crafts)
- < Writing (poetry, essays, short stories)
- < Drama (readings, interpretation, short skits)
- < Music (dance, singing, instrumental)
- < Student Workshop Facilitator (student-led workgroup for staff and/or students)
- < Other (Creative talents and abilities not mentioned above)

4. Expiration Date. May 10, 2002

5. Inquiries. Inquiries should be directed to Linda Marshall at (202) 693-3106; email: LMarshall@doleta.gov, or Rachel E. Ramirez of the Leonard Resource Group at (703) 548-8535.

Attachment

**Attachment**

**Job Corp Alpha Conference 2002**

## Student Showcase Recognition

[www.alphaconference.org](http://www.alphaconference.org)

**Application Deadline:** Friday, May 10, 2002

Part I. Application Outline

Part II. Application Form

Note: Students are permitted to apply in more than one category.

### Category:

**1. Visual Arts (Drawing, Painting, Photography, Arts & Crafts)**

Conference Parameters: Number selected will be based on display space available in the hotel. Students do not need to be present at the conference.

**2. Writing (Poetry, Essays, Short Stories)**

Conference Parameters: All selected writing submissions will be included in the written program or presented in person. Students do not need to be present at the conference, unless selected to present.

**3. Drama (Readings, Interpretation, Short Skits)**

Conference Parameters: Number selected will be based on overall conference agenda. Must submit a video.

**4. Music (Dance, Singing, Instrumental)**

Conference Parameters: Number selected will be based on overall conference agenda. Must submit a video.

**5. Student Workshop Facilitator (Student-Led Workgroup for Staff and /or students)**

Conference Parameters: Number selected will be based on overall conference agenda. Must submit an outline of workgroup agenda or description of workshop and sample handouts.

**6. Other (Creative talents and abilities not mentioned above)**

Conference Parameters: Number selected will be based on overall conference agenda.

**Application Outline and Form must be sent to “The Alpha Conference Student Selection Committee”, c/o Leonard Resource Group, 1199 North Fairfax Street, Suite 702, Alexandria, VA 22314 no later than Friday, May 10, 2002. If you have questions please call Linda Marshall of Job Corps at (202) 693-3106 or Rachel E. Ramirez of the Leonard Resource Group at (703) 548-8535.**

**Part I. Application outline**

**Job Corps Center Name:**

**Address:**

**City, State, Zip:**

**Phone:**

**Fax:**

**Contact Person:**

**E-mail:**

**Student’s Name:**

**Title of Entry (if applicable):**

**Number of Students Involved:**

**Category:**

**Requirements (if applicable):**

**This expression can best be experienced by (if applicable):**

**Part II. Application Form -**

**A. Description of Entry: (100 words or less)**

**B. Check Off List:**

<b>Opportunity</b>	<b>Requirements</b>	<b>Check Off List</b>
<b>Visual Arts (Drawing, Painting, Photography, Arts &amp; Crafts)</b>	<b>Physical object to be sent to LRG</b>  <b>Return shipping label</b>	<input type="checkbox"/> <b>Completed Application</b> <input type="checkbox"/> <b>Art Work Submitted</b> <input type="checkbox"/> <b>Return address provided</b> <input type="checkbox"/> <b>Special instructions for display included</b>
<b>Writing (Poetry, Essays, Short Stories)</b>	<b>Send hardcopy and disk to LRG.</b>  <b>If wanting to present in person must submit a video</b>	<input type="checkbox"/> <b>Completed Application</b> <input type="checkbox"/> <b>Hard copy of text (Required)</b> <input type="checkbox"/> <b>Diskette (Required)</b> <input type="checkbox"/> <b>Video (if applicable)</b>
<b>Drama (Readings, Interpretation, Short Skits)</b>	<b>Must submit a video</b>	<input type="checkbox"/> <b>Completed Application</b> <input type="checkbox"/> <b>Video (VHS)</b> <input type="checkbox"/> <b>Description of video</b>
<b>Music (Dance, Singing)</b>	<b>Must submit a video</b>	<input type="checkbox"/> <b>Completed Application</b> <input type="checkbox"/> <b>Video (VHS)</b> <input type="checkbox"/> <b>Description of video</b>
<b>Student Workshop Facilitator (Student-Led Workgroup for staff and or students)</b>	<b>Must submit a workshop description, outline, slides or handouts, and biographies of presenters</b>	<input type="checkbox"/> <b>Completed Application</b> <input type="checkbox"/> <b>Description of workshop</b> <input type="checkbox"/> <b>Biographies of presenters, including name and expertise</b> <input type="checkbox"/> <b>Topic/Title</b>
<b>Other</b>	<b>Must follow requirements above as applicable</b>	<b>Must follow check list requirements above as applicable</b>