

March 21, 2003

<b>DIRECTIVE:</b> <b>JOB CORPS PROGRAM INSTRUCTION NO. 02-18</b>
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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 the U.S. Department of Labor's Job Corps Alpha Leadership Conference 2003

1.     Purpose. To present a demonstration of Job Corps students' creative talents and professional abilities at the Department of Labor's Job Corps Alpha Leadership Conference 2003.
2.     Background. In past years, Job Corps students have participated in the Alpha Leadership Conference as student ambassadors, panelists, and plenary session attendees. During the 2001 and 2002 conferences a number of students showcased their talents. The student talent showcase has become an anticipated feature of the annual conference. 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 be held at the Hyatt Regency on Capitol Hill, in Washington, DC, on July 21 - 23, 2003. As the largest gathering of the Job Corps leadership, this venue provides the opportunity to display the diverse talents of our students to Job Corps and external communities.

3.     Action. Participation in the student talent showcase is voluntary, and each center should determine the type(s) of creative talent it would like their students to demonstrate. This is not a contest; rather it is an opportunity for our students to demonstrate their talents and to be recognized by the Job Corps community. At the discretion of the national office, artwork may be displayed during the Alpha Leadership Conference.

**Step One: *Call for Creative Talents and Abilities.*** The national office invites centers to submit the attached form, to showcase our students' creative talents. The national office encourages centers to suggest items that can be represented in a variety of ways. For example, still photos and video clips of performances, can be showcased on large screens, while arts and crafts can be displayed on easels and tables.

**Step Two: *National Office Review.*** The national office has created a workgroup to determine how entries will be integrated into the conference. Based on available space, time, and support, students may be selected to participate personally at the conference. After the workgroup has made its decisions, center directors will be notified if their performance entry has been selected. If the student(s) and the center(s) accept the offer to participate in the conference, travel and accommodations for students, including staff chaperones, will be the responsibility of the center/operator.

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

- a. Student Workshop Facilitator (student-led workgroup for staff)
- b. Visual arts (original drawings, paintings, photography, arts and crafts)
- c. Writing (original poetry, essays, short stories)
- d. Drama (readings, interpretation)
- e. Music (dance, singing, instrumental)
- f. Other (creative talents and abilities not mentioned above)

The instructions for completing the application and submitting artwork and other student participation entries are outlined in the attachment. **Applications must be submitted by Friday, May 16, 2003.**

4. Expiration Date. July 30, 2003.

5. Inquiries. Inquiries should be directed to Linda Marshall at (202) 693-3106, or email to [LMarshall@doleta.gov](mailto:LMarshall@doleta.gov).

Attachment