



## GENERAL COMPETITION INFORMATION

**Failure to follow the stated guidelines could result in disqualification of student competing. Competitors must log into the EdRising Membership Portal to submit competition/contest applications.**

All students wishing to compete at the Educators Rising National Conference must complete 3 required steps:

- 1. Be an Active level paid national member** of Educators Rising for the current school year. State-level membership must be paid, if applicable. To join as a National Active level member, [click here](#) to create your account and then complete the online application and purchase process.
- 2. Complete the online application** and upload all required materials by the stated deadline on the [National Competition page](#) located in the Student Resources section in the EdRising Membership Portal. **This is NOT done automatically if you competed at a state or regional conference.**
- 3. Register to attend** the Educators Rising National Conference.

### GENERAL RULES AND REGULATIONS

**NOTE: General rules and regulations apply to all competitive events and are in addition to each event's specific guidelines.**

#### Eligibility

- Students must be a paid Active-level student member of Educators Rising no later than **February 15th** of the year in which they are competing. Check or credit card payment must be received in the National Office by the stated deadline to be considered an Active-level member.
- Students may only compete in one individual and one team event. Competitions/contests which are marked as individual or dual will be considered individual events for this purpose.
- **For contests:** Teacher leaders may enter up to two entries (individual or dual) per school in each event per division.
  - Dual means two students participating.
  - For dual entries consisting of students of varying grade levels, the entry will be placed in the division for the grade level of the most senior member.
- **For competitions:** Teacher leaders may enter up to two students per school in each individual event per division and one team for team events per division.
  - All team events must have at least two students (and no more than four) per school to qualify.
  - For teams consisting of students of varying grade levels, the team will be placed in the division for the grade level of the most senior member.
- If a competitor is from a state that holds state competitions/contests, they must first qualify in that given event at their state conference before competing in that event at the Educators Rising National Conference. Contact your state/regional coordinator to see if your state offers competitions/contests. Visit our [state program page](#) on the Educators Rising national website to contact your state/regional coordinator.
- For states that offer state-level competitions, the top ten places in each competition for each division offered by the state will be eligible to compete at the Educators Rising National Conference; for contests, entries scoring 97-100 will be eligible to advance to nationals; no other entrants from states that offer the competition/contests at the state level will be eligible for those state-level-offered competitions/and contests. For nationals, schools are permitted to replace up to fifty percent of the original team members that qualified at the state-level.
- For states that do not offer state-level competitions/contests, students may register to compete in those events at the Educators Rising National Conference. This applies to all Educators Rising national competitions/contests.
  - For example, if you want to compete in Impromptu Speaking but place eleventh or lower in your state-level Impromptu Speaking competition or don't compete in

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the state-level competitions at all — you, unfortunately, can't compete in Impromptu Speaking at the Educators Rising National Conference this year. If you live in a state that didn't hold an Impromptu Speaking state-level competition, you may register to compete in that event at the Educators Rising National Conference.

## Competition Entries

- All submitted materials must reflect original work from the 2022-2023 school year. Material that may have been created or submitted in previous years is ineligible.
- **In order to be scheduled to compete in a national competition, all competitor applications, national dues and required materials must be submitted online by the deadline stated on the [National Competitions page](#) in the Student Resources Section of the EdRising Membership Portal.**
  - **All competitions require application even if no items need to be submitted.**
  - Each competition guideline will identify what materials are required for submission prior to the competition. Failure to submit required materials by the submission deadline will result in disqualification.
  - Students who have won state-level competitions must also submit their entries on the national website by the deadline to compete at the national conference. Your state does not do this for you.
- All video files that are submitted in advance must be uploaded to either YouTube or Vimeo and be linked on the application form. Videos will not be accepted by mail. **All competitors should also bring a copy of the video file on a USB drive to the conference.** Educators Rising competitions comply with FERPA regarding student privacy and video security. Competitors are responsible for ensuring that their competition videos comply with local and state requirements regarding student privacy.
- Except when explicitly specified, the internet may not be used during a competition presentation at the Educators Rising National Conference. All relevant files and resources should be brought to the competition site on a USB drive. All Prezi files should be

downloaded to the USB drive. Internet access may not be available during the competition. Students should bring their own pointing device if needed.

## LEVELS OF COMPETITION

- The breakdown of grades noted below is used to designate levels for competition entries. Not all competitions are open to all divisions.
  - Middle School level — Grades 7, 8
  - High School Junior Varsity level — Grades 9, 10
  - High School Varsity level — Grades 11, 12
  - Collegiate level — Undergraduates only
- Teams consisting of students from varying grade levels will be placed in the division for the grade level of the most senior member.
- If there are not at least three competitors registered for a competition/contest in a division, the competitors will be moved to the next highest division. The collegiate division will compete in their own division regardless of the number of competitors.
- For Competitions: Medals and certificates will be presented to the top three entries in each division for individual competitions. Trophies and certificates will be presented to the top three entries in each division for team competitions. Places fourth through ten will receive electronic certificates after the conference. For Contests: Ribbons will be awarded to the top three scores in each category in each division.

## Conference Registration, Attendance, and Participation in Events

- **All competitors must attend the Educators Rising National Conference and plan to arrive no later than 11 am on the first day of the conference.** Conference dates and location will be posted on the Educators Rising website and Membership Portal.
- Competitors must report to their assigned areas on time. Failure to report at their scheduled time can result in disqualification. **Competition schedules will be posted in the [Educators Rising Membership Portal](#) one month prior to the conference.** Be sure to check these schedules prior to planning your travel. Competitors should plan to be available for competitions from opening day through the awards ceremony.
- Competitors are expected to dress in business-casual attire. **(See the section [Competition Dress Code](#) for details on what is acceptable.)** Points will be deducted

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from the entrant's score for failure to follow the stated dress code.

- Spectators are only permitted in the competitions marked "Open to Spectators." This includes parents, chaperones, teacher leaders, and other attendees. Spectators may not coach or offer any verbal or nonverbal assistance to a contestant during that contestant's assigned time slot with the judges. A breach of this guideline may result in the disqualification of the contestant.
- Teacher Leaders, Chaperones, and Parents are prohibited from approaching judges to discuss scoring or feedback. All questions or concerns should be brought to the attention of a national office staff member.

## Competition Dress Code

All competitors are expected to dress in business-casual attire when competing. Refer to the guidelines below for a detailed explanation of what is and is not permissible as "business casual."

- **Slacks, Pants, and Suit Pants**  
Slacks that are similar to Dockers and other makers of cotton or synthetic material pants, wool pants, flannel pants, dressy capris, and nice-looking dress synthetic pants are acceptable. Inappropriate slacks or pants include jeans, sweatpants, exercise pants, Bermuda shorts, short shorts, shorts, bib overalls, leggings, and any spandex or other form-fitting pants such as those in which people wear for biking.
- **Skirts, Dresses, and Skirted Suits**  
Casual dresses and skirts, and skirts that are split at or below the knee are acceptable. Dress and skirt length should be at a length at which you can sit comfortably in public. Mini-skirts, skorts, sun dresses, beach dresses, and spaghetti-strap dresses are inappropriate.
- **Shirts, Tops, Blouses, and Jackets**  
Casual shirts, dress shirts, sweaters, tops, and polo shirts are acceptable. Educators Rising polo shirts are encouraged. Inappropriate attire includes tank tops; midriff tops; shirts with potentially offensive words, terms, logos, pictures, cartoons, or slogans; halter-tops; tops with bare shoulders; sweatshirts, and t-shirts unless worn under another blouse, shirt, jacket, or dress.
- **Shoes and Footwear**  
Conservative athletic or walking shoes, loafers, clogs, sneakers, boots, flats, dress heels, and leather deck-type shoes are acceptable. Flashy athletic shoes, thongs, flip-flops, and slippers are not acceptable.

- **Hats and Head Covering**

Hats are not appropriate inside of the building. Head covers that are required for religious purposes or to honor cultural tradition are allowed.

## Citations, References, and Copyrighted Material

- All ideas, text, images, and sound from other sources used for the competition must be cited in competition submissions.
- Competitors are strongly discouraged from using copyrighted material in their competition entries. If copyrighted material is used, written permissions must be obtained for the rights to display and present media-related materials at the Educators Rising National Conference and to post media-related materials on the Educators Rising website. All permissions obtained to use copyrighted material must be included with entry submission. (Note: This requirement applies to music used in videos, graphics taken from the internet, and other media-related materials. It does not apply to artifacts collected for a project.)
- Plagiarism is strictly prohibited in all documents submitted. Judges can disqualify students competing if it is determined that any part of their documents have been plagiarized.

## Electronic Devices

- Recording devices are not allowed in competitive events.
- All electronic devices—including but not limited to, cell phones, iPads/tablets, electronic readers, smart watches, etc.—must be turned off unless otherwise noted in specific event regulations.
- No electronic communication devices of any kind are permitted during competition.

## Student Responsibilities for Competitions

- Students who participate in any Educators Rising competitive event are responsible for knowing all updates, changes, and clarifications related to that event. Students and advisors must routinely check the EdRising Membership Portal for updated information.
- Entrants grant Educators Rising the right to use and publish the submission in print, online, or in any media without compensation.
- Entrants grant Educators Rising the right to post photos of students for promotional purposes on the Educators Rising website, Membership Portal, and social media sites.

# CHECKLIST FOR APPLYING FOR EDUCATORS RISING NATIONAL COMPETITIONS

## Ready to compete at Nationals?

Here is a checklist to help you get prepared, registered, and on the official schedule for nationals!

SUBMISSIONS OPEN: FEBRUARY 1, 2023 8:00 A.M. EASTERN TIME

DEADLINE TO SUBMIT COMPETITION APPLICATIONS: APRIL 3, 2023 5:00 P.M. EASTERN TIME

DEADLINE FOR COMPETITORS TO REGISTER FOR CONFERENCE: APRIL 3, 2023 5:00 P.M. EASTERN TIME

- Review the full national competition guidelines and rubric.** Check the Resources Section in the EdRising Membership Portal. *Some processes may be different from your state/regional conference.*
- Update your contact information in the EdRising Membership Portal for the summer.** It is recommended that students use a personal mail address where they can receive Educators Rising email communication. Confirmations and reminder emails will be sent to the email listed on the competition application. Please note, that some school emails do not allow for Educators Rising emails to be received.
- Step one:** [Go to the National Competition page in the EdRising Membership Portal](#). **Step two:** Click on the title of the competition for which you are signing up to compete. **Step three:** Read the guidelines and rubrics. **Step four:** Click Apply, which will take you to the national competition online application platform. All competitors must submit the online competition application even if no additional documents need to be submitted. *This only registers you for the competitions, you will still need to register for the conference separately.*
- Complete the online application, upload any required documents/video links, and submit.** Depending on your competition, some of these items are judged before the conference so make sure they are in their final form. Recommendation: Have someone proofread your documents prior to submitting them.  

*You must complete and submit the online application by the deadline stated on the [National Competitions page](#) in the Student Resources section of the EdRising Membership Portal to be registered to compete at the Educators Rising National Conference.*

*For competitions that have multiple students participating only one application should be submitted and all students need to be listed as team members in all places indicated on the application form.*
- Print and save your confirmation email.** You will need this information when you register for the conference.
- Register to attend the Educators Rising National Conference.** All national conference information, including how to register, can be found on the [Educators Rising National website](#).
- Find out when you are scheduled to compete onsite.** [Competition schedules](#) will be posted in the EdRising Membership Portal one month prior to the conference. Go to the Resources section to find the posted schedules. Be sure to check these schedules prior to planning your travel. Competitors should plan to be available for competitions from 1 PM (conference time zone) on opening day through the awards celebration on the afternoon of the last day.
- Practice, practice, practice!** The best way to prepare for your on-site competition is to practice in front of your peers. Recommendation: Reread the National Competition Guidelines and Rubric for your competition.
- Head to Nationals!** The top 10 for each competition and the top 3 scores for each contest will be announced at the National Conference Awards Celebration on the final day of the conference. Don't miss your chance to be recognized! Be sure that when you plan your transportation for the conference that you can attend this final celebration.



# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

**COMPETITION TYPE:** Individual — Closed to spectators

**ELIGIBILITY LEVELS:** Middle School, High School Junior Varsity, High School Varsity

**EDUCATORS RISING STANDARDS:**

- Standard II: Learning About Students
- Standard VII: Engaging in Reflective Practice

## Contest Purpose

Successful operation of an education institution requires competent administration. Administrators provide direction, leadership, and day-to-day management of educational activities in schools and other education institutions. The purpose of this competition is to learn more about education administration careers through job shadowing and interviewing a current education administrator. Some common education administration jobs include the following:

- School Principal
- Assistant/Vice Principal
- District Superintendent
- School District Administrator (Chief Academic Officer, Assistant Superintendent, etc.)
- Private School Dean
- College/University Administrator

Contestants will select one education administrator that works within their school district or local college or university and will receive permission from the administrator to job shadow him/her for a total of eight hours. The eight hours are not expected to be consecutive; rather they are accumulated over a period of several days or weeks and occur when the administrator is actively engaged in his/her work.

Contestants will complete and submit when registering for the competition, the following two career-exploration documents:

- [Administrator's verification form](#)
- [Interview form](#)

Contestants will also create a PowerPoint or Prezi presentation no shorter than five minutes and no longer than seven minutes that will be presented on-site to a panel of judges, followed by a discussion featuring questions from judges. Presentations should reflect on the experiences and insights gained into the career.

## Competition Guidelines

- A. The administrator's verification form must be completed and submitted online when registering for the competition.
- B. The contestant must conduct a 15-minute interview with the administrator. Contestants will also submit the interview form online when registering for the competition. The interview form must be typed. Handwritten forms will not be accepted.
- C. All documents must be typed in English.
- D. Contestants will deliver a PowerPoint or Prezi presentation no shorter than five minutes and no longer than seven minutes reflecting on their experience and insights gained into a career in education administration. Competitors should bring their presentation on a USB drive. **Note: Contestants should not bring portfolios or other materials to onsite judging. These items will not be reviewed by judges.**
- E. Contestants will respond to judges' follow-up questions. The entire presentation and question session will last a total of no more than 15 minutes.

## Judging and scoring

1. The judges' decisions are final.
2. Scoring is based on the Exploring Education Administration Careers Competition rubric.

## Application

All competitors must complete the online application and upload any required materials by the stated deadline on the [National Competition page](#) located in the Student Resources section in the EdRising Membership Portal. **Deadline extensions will NOT be granted.**



# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

## ADMINISTRATOR'S VERIFICATION FORM

- This form should be completed by the administrator who participated in the Exploring Education Administration Careers Competition.
- The contestant will submit the completed form with the other competition entry documents. This form must be typed for submission.

### ABOUT THE CONTESTANT

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Contestant's Name Name of Contest's School

### ABOUT THE ADMINISTRATOR

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Administrator's Name Administrator's Job Title

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Name of Education Institution

---

Total Number of Job Shadowing Hours Contestant Completed

---

Dates During Which Job Shadowing Took Place

---

Administrator's Signature Date



# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

## INTERVIEW FORM

This form should be completed by the contestant.

- The contestant is to conduct a 15-minute interview of the administrator participating in the Exploring Education Administration Careers Competition. The interview can take place before, during, or after the job shadowing experience.
- The contestant will ask the following five questions and will summarize responses to the interview questions into one paragraph for each question. All responses should be typed.
- The contestant will write in three or more additional questions and will summarize the responses into one paragraph for each question. All questions and responses should be typed.
- The completed form must be submitted with the other competition entry documents. The contestant can use the form provided or may recreate this form in a separate document if more space is needed for responses.

### DATE OF INTERVIEW:

### TO BE ASKED OF THE EDUCATION ADMINISTRATOR:

1. What kind of preparation did you have for this job?
2. What have you learned since becoming an administrator that you didn't know before you took the job?
3. What is the best part about being an administrator?
4. What is the most challenging aspect of your job?
5. What is your advice to someone considering a career in education administration?





# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

## INTERVIEW FORM CONT.

Contestant will write in at least three additional interview questions and will record summaries of the administrator's responses. Please type all questions and responses. Responses to interview questions should be summarized into one paragraph format.

### ADDITIONAL QUESTIONS:

1.

2.

3.

*Note: Be prepared at the on-site competition to summarize, reflect on, and draw conclusions from the content of your interview — do not merely repeat the interviewee's words.*



# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

LEVEL (MIDDLE SCHOOL, HIGH SCHOOL JUNIOR VARSITY, HIGH SCHOOL VARSITY)

## DETAILED SCORING RUBRIC

Judges should use this rubric as a guide to assigning points on the Feedback & Tally Sheet.

### PRE-SCORED COMPONENTS

#### Interview Form Content

Points Available	20-16 Accomplished	15-11 Commendable	10-6 Developing	5-1 Needs Improvement
Interview Form Content	The document reflects consistent thoughtfulness and professional-caliber thoroughness. The contestant brings out key insights with clarity and nuanced understanding.	The document reflects focus and a commitment to capturing the interviewee’s ideas. More nuance and depth would make the document reflect professional-caliber thoroughness.	The document reflects compliance but little more. More thorough responses on the document would demonstrate deeper understanding of the career being explored.	The document is inconsistent in its thoroughness or professional appearance. Responses may reflect incomplete understanding of the content.

#### Interview Form Mechanics

Points Available	5 Flawless	3 One to two errors	1 More than two errors
Interview Form Mechanics	Mechanics — including grammar, spelling, punctuation, capitalization, etc. — are without error.	Mechanics — including grammar, spelling, punctuation, capitalization, etc. — contain one or two errors.	Mechanics — including grammar, spelling, punctuation, capitalization, etc. — contain more than two errors and distract from the content and quality of the work.

**COMPONENTS SCORED ON-SITE**
**Presentation**

Points Available	15-13 Accomplished	12-9 Commendable	8-5 Developing	4-1 Needs Improvement
Content of Slides	The content of the slides reflects consistent thoughtfulness and thoroughness. The contestant expertly leverages the visual medium to bring out key insights with clarity.	The content of the slides reflects a commendable commitment to sharing key facts and details of the contestant's experience and research through a basic slide deck.	The content of the slides reflects compliance but minimal insight. The images employed may be basic or not entirely effective at amplifying the contestant's messages.	The content of the slides reflects inconsistent focus and quality. The images or text may distract the audience from the contestant's intended message, or that message may lack focus. Content may be missing, off-topic, or superficial.
Presentation of Slides	The presentation of the slides reflects consistent thoughtfulness and thoroughness. The contestant expertly leverages the medium of a slide deck presentation to bring out key insights with clarity and professionalism. The slides amplify — and never distract from — the clear and substantive messages being communicated.	The presentation of the slides reflects a commitment to sharing key facts and details of the contestant's experience and research. The contestant utilizes a basic slide deck to share information. The presentation could benefit from a small number of tweaks to be consistently professional-caliber.	The presentation of the slides reflects compliance to the guidelines but does not explore the material with sufficient depth to achieve strong impact.	The presentation of the slides reflects incomplete understanding or focus. The presentation may be basic or contain moments that distract from the contestant's messages. Those messages may lack clarity or focus.
Presence	The contestant's sustained eye contact, effective posture, clarity of voice, and professional demeanor, expertly complement the substance of the presentation to deliver maximum possible impact to the listener.	The contestant's mostly sustained eye contact, positive posture, clear voice, and pleasant demeanor complement the content of the speech quite well. The contestant may appear to slip in and out of professional character when beginning and concluding the speech. With further practice, the speaker could develop into an accomplished public contestant.	The contestant's inconsistent eye contact, posture, clarity of voice, or demeanor may reflect a straightforward recital of the material.  The contestant could do more to fully capitalize on the added impact possible with a focused, sustained presence.	The contestant displays effort but his/her eye contact, posture, clarity of voice, or demeanor could benefit from significantly more practice and coaching so that the speaker's presence consistently complements the content.



Points Available	15-13 Accomplished	12-9 Commendable	8-5 Developing	4-1 Needs Improvement
Depth of Analysis	The contestant synthesizes his/her learning from the career exploration experience with skill, clarity, and depth.	The contestant offers good ideas and insight about the career exploration experience but stays primarily at a surface-level for analysis.	The contestant depends significantly on reciting the interviewee's words or provides limited analysis of the career exploration experience.	The presentation offers very little or no insight or quality analysis into the contestant's takeaways from the career exploration experience.
Q&A	The contestant's responses in the Q&A session demonstrated consistent thoughtfulness and professional-caliber insight, rooted in the deep experience of exploring this career path. The contestant displays impressive, professional-level depth of knowledge and understanding given his/her experience and research.	The contestant's responses in the Q&A session demonstrated thoughtfulness and reflected successful attempts to address most of the material posed to him/her. The contestant displays some substantive knowledge and understanding of the selected career based on his/her experience and research.	The contestant's responses in the Q&A session reflected a broad spectrum of levels of quality from answer to answer.	The contestant's responses in the Q&A session reflected limited understanding or misunderstanding of the presentation guidelines, expectations, or the career to be explored.
Overall Impact	The presentation is thoroughly professional caliber in the expert blending of style, substance, and impromptu responses to questions.	The presentation is commendable for its effort and the presenter's desire to take on this challenge the contestant makes direct, straightforward points that could convey greater impact with guided practice in presentation creation and delivery.	The presentation reflects a developing effort in exploring the selected career. Additional depth or articulating understanding would improve the presentation significantly.	The presentation requires a significant re-examining of the career exploration process undertaken for the competition. Limited depth or misunderstanding hindered the presentation from offering the level of insight that it could.

## Length

Points Available	5	0
Length	Initial presentation (before Q&A) is between five and seven minutes.	Initial presentation (before Q&A) is shorter than five minutes or longer than seven minutes.



# EXPLORING EDUCATION ADMINISTRATION CAREERS COMPETITION

LEVEL (MIDDLE SCHOOL, HIGH SCHOOL JUNIOR VARSITY, HIGH SCHOOL VARSITY)

Student Name: \_\_\_\_\_

Student's School, City, State: \_\_\_\_\_

Organization & Job Title of Student's Interviewee: \_\_\_\_\_

- Judges will use the Detailed Scoring Rubric as their guide to score students' competition entries.
- Points and feedback will be emailed to the student competitors no later than two weeks after the conference.

## PRE-SCORED COMPONENTS

### Interview Form Content

	Accomplished	Commendable	Developing	Needs Improvement	Score
Interview Form Content	20-16	15-11	10-6	5-1	

### Interview Form Mechanics

	Flawless	One to two errors	More than two errors	Score
Interview Form Mechanics	5	3	1	

**INTERVIEW FORM PRE-SCORE \_\_\_\_\_/25**

## COMPONENTS SCORED ON-SITE

### Presentation

	Accomplished	Commendable	Developing	Needs Improvement	Score
Content of Slides	15-13	12-9	8-5	4-1	
Presentation of Slides	15-13	12-9	8-5	4-1	
Presence	15-13	12-9	8-5	4-1	
Depth of Analysis	15-13	12-9	8-5	4-1	
Q&A	15-13	12-9	8-5	4-1	
Overall Impact	15-13	12-9	8-5	4-1	

**Continued**

Length

	Correct Length	Incorrect Length	Score
Length	5	0	

**PRESENTATION ON-SITE SCORE \_\_\_\_\_/95**

**TOTAL SCORE \_\_\_\_\_/120**

**FEEDBACK FOR STUDENTS:** Write two or more sentences.