

## Chapter Excellence Program

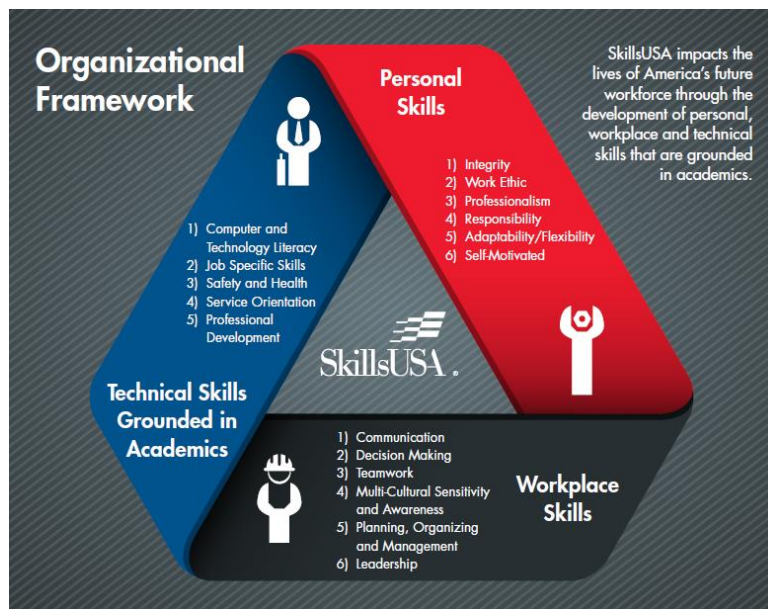
### The Path to Chapter Excellence Begins Here!

Looking to take your chapter to the next level? Then the Chapter Excellence Program (CEP) is for you! The Chapter Excellence Program (CEP) is the single best way to build a successful SkillsUSA chapter.

CEP recognizes achievement as it relates to the integration of the SkillsUSA Framework in chapter program of work activities. As a chapter's yearly action plan, the program of work is at the heart of student learning and employability development. By using the Framework as a guide, chapters have a blueprint for creating relevant activities that encourage participation and foster an understanding of student learning attained during each activity. The Framework's focus on intentional learning turns the program of work into more than just a planning tool. Using the Framework, the program of work becomes the vital conduit that links students to the application of **personal, workplace and technical** skills demanded by industry. The SkillsUSA trifecta for student success!

### Unpacking the Framework

The Framework hones in on the three most important areas of skills development – personal, workplace and technical skills grounded in academics. Within the personal, workplace and technical skills areas, there are specific Essential Elements tied to each. The Essential Elements are high-demand employability skills as defined by industry, and the benchmark for measuring student



success during an activity. If students learn the Essential Element of responsibility during a personal skills activity, the Framework requires that a chapter be specific regarding the *how* and *why* students learned responsibility. This conscientious approach gives added meaning to the valuable experience gained by students in the planning, organization and implementation of activities. Most importantly, this approach actualizes SkillsUSA's mission to "empower members to become world-class workers, leaders and responsible American citizens" on the chapter level.

It also leads to innovative programming, quality instruction and industry partnerships to equip students with the necessary leadership, technical, communication and management skills to succeed at work and life. When it all comes together, students have the opportunity to explore and experience high-demand, high-skilled, high-wage (H<sup>3</sup>) careers.

## CEP Benchmarks of Success

CEP takes the guesswork out of what it means to build a successful chapter. Every chapter is encouraged to participate in CEP and there are three award levels to recognize program involvement. The first two levels are acknowledged by a chapter's state association and the third level is recognized nationally through Models of Excellence. Each level is designed to give chapters a benchmark for success and future improvement, leading to stronger chapters and more prepared students. The more a chapter applies the Framework, the greater the chance for CEP honors.

### The Five Steps to Chapter Excellence

1. **Use the SkillsUSA Program of Work (POW) to plan chapter activities.** There are six areas of development within the POW – advocacy and marketing, community engagement, financial management, leadership development, partner and alumni engagement and workplace experiences. See “National Program of Work” at <https://www.skillsusa.org/programs/program-of-work/>.
2. **As you consider activities, determine where they fit within the Framework.** You are probably already doing activities that fit nicely within the Framework skills areas.
3. **During activities, create a method for evaluating the “how” and “why” of what students are learning.** Use the CEP application (see link) to determine what you need to look for to ensure intentional learning of Framework skills.
4. **Complete the CEP application and submit it!** These applications are excellent reference tools for teachers, students and administrators to see tangible results from activities.
5. **Use what you learned from this CEP process to build upon activities or start new initiatives the following year.** CEP is an opportunity for process improvement; build on it!

### Why get involved in CEP?

For members:

- Fosters employability skill development
- Creates opportunities to apply Framework skills
- Promotes friendly competition and pursuit of excellence
- Improves chapter organization and efficiency
- Equips with valuable leadership skills and experiences
- Develops teamwork and collaboration skills
- Instills a sense of purpose and belonging
- Recognizes achievement
- Provides experiences in completing an application

For teachers/chapter advisors:

- Reduces workload when members plan and lead chapter activities
- Increases member engagement
- Empowers member's leadership skill development
- Increases positive exposure of SkillsUSA chapter

- Strengthens the presence and support of SkillsUSA on campus and in community
- Summarizes and documents chapter progress for the year
- Educates school administration and community members about SkillsUSA and chapter accomplishments.
- Brings state and national recognition to your program

For Chapter/Campus/Community:

- Serves as baseline for chapter improvement in future years
- Garners support of campus administration/faculty for SkillsUSA Chapter
- Gains support of community for SkillsUSA Chapter
- Illustrates relevance in accomplishing campus goals
- Benefits the community by addressing community needs
- Brings state and national recognition to your campus
- Highlights essential skill development for college and career readiness
- Connects members to employers
- Provides trained workforce allowing for sustainability of the community

## **Need Help Getting Started?**

SkillsUSA offers one-on-one coaching sessions with our CEP and Program of Work (PoW) coach, Kelli Engelbrecht. Learn how to integrate the SkillsUSA Framework, articulate your chapter's SMART goals, and select and evaluate your Essential Elements within your CEP application. [Schedule your 30-minute Zoom coaching appointment here.](#) For questions, email [Kelli Engelbrecht](mailto:Kelli.Engelbrecht@skillsusa.org) or contact SkillsUSA Customer Care Team at 844-875-4577 or [customercare@skillsusa.org](mailto:customercare@skillsusa.org).

## **CEP Words of Wisdom!**

**Toni Terpolili, SkillsUSA Advisor, Gloucester County Institute of Technology, N.J.**

“It’s awesome to see students successfully apply these skills while doing something beneficial for the community. SkillsUSA is such a powerful force that our career technical education and academic teachers are united in seeing students make the connection between academic learning and career preparation. The results shine in the success of members who leave GCIT with multiple options for college and job placement.”

**Nisma Asif, SkillsUSA Member, Union Grove High School, Georgia**

“It’s important that every SkillsUSA chapter participate in CEP because it is so beneficial to students. For me, it has helped me recognize my weaknesses and how to improve. The Framework has given me an outline of skills I need as I pursue a career in architecture.”