**Exploring Non-Core Subject Teaching Careers - Competition Checklist**

This checklist is from the competition rubric and guidelines. Check to make sure each of these are completed.

**Requirements**

\_\_\_\_\_. Host Teacher’s verification form is completed. (This must be submitted by Feb. 10th)

\_\_\_\_\_ Contestant job shadowed the host teacher for 8 hours.

\_\_\_\_\_ Contestant had a 15-minute interview with the host teacher asking the questions on the interview form.

\_\_\_\_\_ All five questions on the interview form are summarized into one paragraph for each question.

\_\_\_\_\_ Three additional questions are asked and the answers summarized into one paragraph for each question.

\_\_\_\_\_ All documents are typed and in English

\_\_\_\_\_. Grammar, spelling, punctuation, capitalization, etc. are correct

\_\_\_\_\_ Host teacher’s verification form and the Interview are submitted by **Feb 10th**.

\_\_\_\_\_ Contestant produces a PowerPoint, or slide deck presentation that is 5 – 7 minutes in length.

\_\_\_\_\_ Presentation reflects on the experience and insights gained into a career in a non-core subject teaching career.

\_\_\_\_\_ Practice the speech delivery – several times. Think about eye contact, posture, pace, and voice clarity.

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**Suggested Timeline**

Note: This timeline varies based upon the host teacher’s availability during the school year.

**Target completion date: October 12th**

Contact the host teacher to see if they are willing to be shadowed. Try to set dates and times for 1) shadowing them and 2) conducting a 15 minute interview

**Target completion date: December 7th**

Complete the Host Teacher’s Verification Form. Conduct a 15-minute interview with the host teacher. Type responses. The interview form and Host Teacher’s verification form are due Feb.10th. Submit Interview and verification form when finished.

**Target completion date: January 4th**

Continue host teacher shadowing. Start making presentation slides.

**Target completion date: January 18th**

Complete shadowing and PowerPoint. Give presentation with the slide deck to an audience. Give them the rubric and ask them to score you. Ask for feedback. Pay attention to the vocal delivery and your presence (see rubric). Adjust timing if it is too long or short.

**Target completion date: February 1st**

Make any changes to PowerPoint and presentation. Practice.