



New York State Women, Inc.

Career Recognition Resource Manual and Speech Competition Guidelines

Revised 2011

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Overview

The New York State Career Recognition Program Speech Competitions should be fun for participants, organizers and spectators. The Candidates should understand that they are not expected to perform at an expert level but that the experience should be a learning experience which helps the Candidates to grow personally and professionally. By their participation over the weekend, and through the Local and District process, the Candidates will have interacted with peers as well as have the opportunity to practice their networking and interpersonal relationship skills, interviewing skills, and public speaking skills. At each level of competition, their mentors should critique their skills, offer constructive criticism, nurture their strengths and guide them so that the learning experience helps their individual personal and professional growth.

New York State Women, Inc. Career Recognition Program Speech Competition provides for opportunities in networking, personal and professional development, educational programs, increased visibility and opportunities to learn about issues of concern to working women. New York State Women, Inc. Career Recognition Program Speech Competition introduces candidates to the Mission and Vision of New York State Women, Inc. to build powerful women, personally, professionally and politically.

The New York State Women, Inc. Career Recognition Speech Competition recognizes the accomplishments of any women new to the work force as a result of a career change (with at least one (1) year and less than three (3) years experience), women who have earned an exceptional achievement or advancement in their current career in the past three (3) years, women re-entering the workforce after an absence of three (3) years or women able to document an exceptional achievement in the area of education, civic duty or volunteerism in the last three years.

The New York State Women, Inc. Career Recognition Speech Competition involves a competitive selection process within Local organizations, Districts and the New York State Women, Inc. State Conference competitions. Selection is based on written and biographical information, judge's interviews, group interaction, and prepared speech competition on a specifically chosen topic. The New York State Women, Inc. Career Recognition Speech Competition was established in 1985, revised in 2000 and 2010.

Speech Competition Guidelines

Eligibility

All Career Recognition Program Speech Competition Candidates must meet the following criteria to be eligible:

- Membership in good standing of a Local Chapter of New York State Women, Inc. is required at the time of competing at the State Level.
- No age restrictions
- One of the following employment situations
 1. Minimum of one year, but less than three years experience in a position.
 2. Re-entry into the workforce after a three (3) year absence from employment.
 3. Able to document an exceptional achievement or career advancement in their career in the last three (3) years.
 4. Able to document an exceptional achievement in the area of education, civic duty or volunteerism in the last three years.

Each Career Recognition Candidate once selected at the District Level is responsible for forwarding the following information for the State competition to the State Chair.

1. Submit a signed copy of the New York State Women, Inc. Legislative Platform confirming that the candidate understands and supports the New York State Women, Inc. mission, vision and legislative platform and she/he will not speak against the platform issues in her/his capacity as a Career Recognition Representative.
2. Submit a completed and signed New York State Women, Inc. Career Recognition Biographical Information form.
3. Submit a typed copy of your Five-Minute Speech
4. Submit your photo (maximum size 5 X 7).

SPEECH TOPIC

State what achievement you are seeking to be recognized for and explain how your work, life, civic, volunteer and educational experiences affected and influenced your ability to attain your goal. Discuss the obstacles which you had to overcome, and how you will use the positive and negative experiences to continue your personal and professional growth into your future.

Financial Responsibility

A.) Local Level

The Local Chapter is responsible to pay the candidate expenses to the District Competition. It is suggested, but not mandated, that the Local Chapter pay dinner expenses for candidates at their Local Competition.

B.) District Level

The District is responsible to pay the candidates expenses to the State Competition.

C.) State Level

The State is responsible to award prizes to the 1st, 2nd and 3rd place winners in the amounts of \$500.00, \$300.00 and \$200.00 respectively.

Selection of Judges

A minimum of three (3) impartial judges must be present at all competitive events. The judges may be divided into two separate judging teams in order to facilitate time commitments. Judges should be familiar with the legislative platform, the mission and the objectives of New York State Women, Inc. To maintain impartiality, the State judges should not be a member of the same Local Chapter or District as the Career Recognition Candidates.

Judges should be familiar with interviewing and presentation/public speaking. All judges should be briefed on all aspects of the competition in advance. If the Career Recognition competition extends to more than one day, it is preferred – not mandatory – that one or more of the judges are present for the entire competition to provide consistency in the judging.

The same guidelines are required at every competition level - Local, District, and State. This will provide uniformity and a level playing field for the Career Recognition Candidates.

Judging and Scoring

Candidate Name : _____ Judge # _____

1.) Biographical Information

Maximum 15 points

Each Career Recognition Candidate will complete and provide biographical information highlighting her/his personal and professional accomplishments, her/his career goals, and response to the essay question. Judges will use the following criteria to score biographical information:

SCORING	POINTS	TOTAL
Personal and Professional Accomplishments	1-5	_____
Written Ability to Express Thoughts and Beliefs	1-5	_____
Career Goals and Achievements	1-5	_____

GRAND TOTAL _____

2.) Individual Interview

Maximum 25 points

Each Career Recognition Candidate will be interviewed for a minimum of ten (10) to a maximum of fifteen (15) minutes. The focus of the interview shall be why the Candidate chose to make their particular career change or their accomplishment. Why they chose their particular career or area of interest. What obstacles the Candidate saw and how they overcame them. And how do they see themselves applying what they have achieved to their future personal and professional development. The goal of the interview is to assess how the Career Recognition Candidate interacts and responds to impromptu questions. Judges will use the following criteria to score the interview:

SCORING	POINTS	TOTAL
Ability to verbally express thoughts and beliefs	1-5	_____
Poise/Self-Confidence	1-5	_____
Familiarity with and knowledge of New York State Women, Inc.	1-5	_____
Innovation and Creativity in Ideas	1-5	_____
Sincerity/Genuineness	1-5	_____

GRAND TOTAL _____

3.) Impromptu or Group Interaction

Maximum 25 points

Each Career Recognition Candidate will participate in a group interaction opportunity. Evaluation will be based on the candidates' ability to participate and express her/his ideas while interacting

with peers. Judges will assess each candidate's potential mentoring ability and efforts to help others succeed as well as a demonstration of leadership skills.

<u>SCORING</u>	<u>POINTS</u>	<u>TOTAL</u>
Interaction with peers	1-5	_____
Participation	1-5	_____
Organization of Thought/Expression of Ideas	1-5	_____
Mentoring Skills	1-5	_____
Leadership Skills	1-5	_____
GRAND TOTAL _____		

4. Five Minute Prepared Speech

Maximum 35 points

Each Career Recognition Candidate will give a five minute prepared speech. The Candidate will answer the following question in advance and submit a written copy of their response with their application.

SPEECH TOPIC

State what achievement you are seeking to be recognized for and explain how your work, life, civic, volunteer and educational experiences affected and influenced your ability to attain your goal. Discuss the obstacles which you had to overcome, and how you will use the positive and negative experiences to continue your personal and professional growth into your future.

Timing will begin when the Career Recognition Candidate begins speaking. The Candidate shall remain at the podium during their speech. No props are allowed.

Speeches within +/- 15 seconds receive no deductions in points; 16 seconds or more over or under 5 minutes will be a 5- point deduction.

<u>SCORING</u>	<u>POINTS</u>	<u>EXAMPLES</u>	<u>TOTAL</u>
Preparation & Content	1-10	Good opening, logical, knowledge of subject	_____
Poise/Self-Confidence	1-10	Confident, relaxed manner, voice, posture	
Clarity	1-5	Word choices, ease of understanding	_____
Expression	1-5	Facial expression, gestures, eye contact,	

Adherence to Topic 1-5 "speaking" versus "reading" to audience _____
Relevance, audience attention, creativity of the
presentation, familiarity with the subject matter _____

GRAND TOTAL _____ MINUS TIMING _____ TOTAL SPEECH _____

Judges Comments:

GRAND TOTAL SCORE _____ JUDGES INITIALS _____

TIE BREAKER, IF NECESSARY, please score

Minor career change/achievement with few obstacles	1
Minor career change/achievement with many obstacles	2
Major career change/achievement with few obstacles	3
Major career change/achievement with many obstacles	4

Judges Score _____

Grand Total Score Including Tie Breaker Score _____ Judges Initials _____

NEW YORK STATE WOMEN, INC.

CAREER RECOGNITION BIOGRAPHICAL INFORMATION

This biographical information will be used in the judging process for the Career Recognition Program Competition.

You may attach additional sheets as necessary.

PERSONAL DATA

Name: _____ Date of Birth _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Work Phone: (____) _____ Cell Phone: (____) _____

Email address: _____

New York State Women, Inc. Local Chapter _____

Renewal date: _____

EMPLOYMENT

Present Position: _____ from _____ to _____

Employer: _____

Address: _____

Job Title: _____

Job Description: _____

Prior Position: _____ from _____ to _____

Employer: _____

Address: _____

Job Title: _____

Job Description: _____

EDUCATION

Please note all educational degrees/diplomas and major areas of study after high school.

SCHOLASTIC HONORS/PROFESSIONAL OR PERSONAL AWARDS

PRESENTATIONS, PUBLICATIONS, PAPERS PRESENTED, SPEECHES

COMMUNITY INVOLVEMENT

CAREER GOALS: Where do you see yourself 5-10 years from now?

MEMBERSHIPS

Other organizations you belong to: (include Leadership Roles i.e. Officer, Chair etc. and dates held)

QUESTIONNAIRE

1.) Provide any information about your personal life that you feel has been an obstacle to achieving your career/civic/volunteer or educational goals: _____

2.) List any non-academic educational experience or achievement you would like to have considered.

3.) List any public recognition or outstanding personal achievements you would like considered.

4.) List your most significant career accomplishments.

5.) List the extent of your involvement in your community activities.

6.) What are your Career Goals?

7.) List any other items you feel have created obstacles which you have had to overcome to achieve the recognition you are seeking.

INFORMATION FOR PUBLICITY PURPOSES:

A press release announcing your participation in the New York State Women, Inc. Career Recognition Speech Competition may be sent out. For this purpose, please provide the names, addresses and telephone/fax numbers and e-mail addresses of your local newspapers, television and radio stations.

I hereby grant New York State Women, Inc. my permission to use my name, profession, address, phone, fax contacts, email address and photographs on the New York State Women, Inc. for Press releases.

Signature: _____ Date: _____

WEBSITE PERMISSION

I hereby grant New York State Women, Inc. my permission to use my name, profession, address, phone, fax contacts, email address and photographs on the New York State Women, Inc. website.

Signature: _____ Date: _____

New York State Women, Inc.

Career Recognition Program Speech Competition

SPEECH TOPIC

State what achievement you are seeking to be recognized for and explain how your work, life, civic, volunteer and educational experiences affected and influenced your ability to attain your goal. Discuss the obstacles which you had to overcome, and how you will use the positive and negative experiences to continue your personal and professional growth into your future.

New York State Women, Inc. Legislative Platform

Career Recognition Candidates must read and sign the following Legislative Platform document and submit it with their application.

Preamble

- The New York State Women, Inc. pledge their support of specific legislation and policy that addresses civil rights, health and economic opportunity for all women.
- Establish a pro-active position by identifying and supporting issues selected by members of New York State Women, Inc. Notify candidates of these issues that we feel will advance our New York State Legislative Platform.

Civil Rights

- Work to enforce and ratify the Equal Rights Amendment at the State and Federal Level.
- Support domestic violence education and training programs that develop protocols for the protection of victims and their families and support strong penalties for abusers.

Health

- Actively support reproductive choice and full access to health care services; ensure funding for research and developments of programs which benefit the welfare of women of all ages.

Economic Equity

- Work for and support legislation that promotes economic equity and financial security, including pension reform, retirement benefits, pay equity and credit accessibility.

I _____, a 20____ Career Recognition Candidate have read the above Legislative Platform and hereby agree to not speak against the platform and pledge my support to the Legislative Goals of New York State Women, Inc.

Signature

Date