5 for 5: 5 Messages for the First 5 Years

Dear Young Professional,

On behalf of the District III Young Professionals’ Committee, I would like to thank you for volunteering to participate in our 5 for 5 outreach initiative. The goals of this initiative are to interact with future and current young professionals, discuss leadership opportunities at national, district and state levels, encourage early and continued involvement with the NATA and its programs, and provide students and YPs with resources for success as a young certified athletic trainer.

We are confident that you can serve as model YP and we trust that you can represent our profession and the YPC with class and distinction. We now invite you and call upon your help to deliver our message to local athletic training programs and other groups of students and YPs.

Below are some support documents to get you started. We ask that you read and follow the instructions and requirements outlined in this packet before establishing and undertaking any speaking engagements related to this project. The presentation slides will be provided to you and are required. There are some slides that need direct changes depending on your location and audience. The YPC wants to ensure a consistent message and image is delivered with each presentation; however, we encourage you to add personal experience and professional insight in the delivery of the material. Below is more detailed information regarding the presentation.

If you have any questions or concerns, please do not hesitate to contact me so I can assist you. We ask you follow up according to the deadlines regarding surveys and feedback. This is a crucial step in the process so that the YPC can objectively measure the effectiveness and outcomes of this initiative. As a YP representative you play a vital role in educating and mentoring athletic training students and current YPs. You are a crucial link between our past, present and future as we continue to advocate for our profession. Your involvement in this project is just one link in that chain. On behalf of the District III Young Professionals’ Committee, we appreciate your dedication and service.

Sincerely,

­­­­­­­­­­INSERT YOUR NAME AND CREDENTIALS

District III Young Professionals’ Committee

**5 for 5 Instructions**

Please read the following instructions carefully. Your adherence to the instructions is imperative for the dissemination of information and gathering of data for this project.

**YP Presenter Eligibility:**

1. Must be a credentialed ATC member of the NATA in good standing, with at least 2 years work experience
2. Must be 35 years of age or younger
3. Must be willing to familiarize themselves with the YPC’s objectives, goals, and activities
4. Must be an advocate of the athletic training profession
5. Must not currently teach or have taught within the last 2 years in the AT Program that the presentation will occur.
6. Must be able to adhere to all presentation guidelines

**Pre-Presentation:**

1. District III state representatives will identify the CAATE-accredited professional and post-professional programs in your state/district or other appropriate student/YP groups (e.g. state conference, etc.) that we would like to target for presentations.
2. The district/state representative will contact you regarding possible programs/events to choose from.
3. Upon selection and approval of the targeted presentation you will be sent a YP Presentation Form letter that should be filled in and sent to the Program Director (PD) of said institution or program coordinator as appropriate. You will also receive a copy of the 5 for 5 PowerPoint presentation and a Participant Registration Form.
4. Review the [NATA YPC webpage](http://www.nata.org/ypc) and [District III webpage](http://maata.shuttlepod.org/page-1099936) to familiarize yourself with the content. Contact and discuss YPC initiatives with your district/state representative.
5. Review and change presentation slides as appropriate to your location, experience, etc.
   1. It is not expected that you cover all information in the presentation. However, it is essential the 5 overall messages be delivered. You are encouraged to choose which sub-topics within the 5 main themes you will cover.
   2. Make sure to leave yourself enough time at the end of the presentation for Q&A.
6. Coordinate the date and time of the presentation, and forward the confirmation by email to your district/state representative.
7. Before leaving for the presentation make sure you bring:
   1. Copy of presentation on portable device
   2. Participant Registration Form
   3. Camera (highly encouraged to take photographs to share on social media)

**Presentation:**

1. Dress in business attire: NO t-shirts, polos, shorts, capris, or blue jeans.
2. Be sure to thank the participating institution/group for willingness to collaborate with the YPC.
3. Present material.
4. Handout and collect the Participant Registration Form.
5. Explain to participants that they will be receiving an evaluation survey to complete at the end of the presentation. Encourage them to fill them in as it is vital to determining the effectiveness of this program.
   1. Attendee Evaluation Surveys will be sent to program directors or other event coordinator as appropriate to copy and provide to attendees.
   2. Collect Attendee Evaluation Surveys at the end of the presentation. Your state representative will coordinate with you to retrieve this information.
6. Take a digital photo of yourself with the participants. The YPC may use this for PR and future presentations.

**Post-Presentation (within 48hrs of presentation):**

1. Email the program director or event coordinator and thank them for their participation, along with a digital copy of the group photo. Copy the email to your district/state representative.
2. Convert your Participant Registration Form to electronic form.
3. Mail your Participant Registration Form to your district/state representative.
4. Fill out the YP Presenter Survey and email back to your state representative.
5. Add the presentation to your vita or resume. Suggested format:
   1. Doe J. District III Young Professionals Committee. 5 for 5: 5 Messages for the First 5 Years. *Name of Conference if Applicable.* Jane Doe University, City, State. Month, Date.