Northwest District Training Conference

# APPLICATION FOR DISTRICT FUNDING

Conference Dates: September 19–21, 2025

Location: Monarch Hotel, Clackamas, Oregon

## Applicant Information

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| --- | --- |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Auxiliary Unit:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Current Office:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| City, State, ZIP:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Years of Auxiliary Service:\_\_\_\_\_\_\_\_\_\_\_ | Offices Held:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Have you previously attended a District Training Conference? ☐ Yes ☐ No

If yes, which years? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Conference Track Selection

**Primary Track of Interest (Select ONE):**

☐ Track 1: Growing the Auxiliary

☐ Track 2: Growing the Leader

☐ Track 3: Growing Program Skills

☐ Track 4: Growing Team Effectiveness

**Secondary Track of Interest (Select ONE):**

☐ Track 1: Growing the Auxiliary

☐ Track 2: Growing the Leader

☐ Track 3: Growing Program Skills

☐ Track 4: Growing Team Effectiveness

## Essay Questions – Please attach a separate sheet with essay question answers

Please submit a short essay (500–1500 words) addressing the following prompts:

1. How will this training opportunity impact you?

Include: specific skills or knowledge gaps you aim to address; personal development areas you wish to strengthen; how your unique perspective or background benefits the Auxiliary.

2. How will this training opportunity impact your Flotilla/Division?

Include: three primary goals you hope to achieve; challenges your unit currently faces; how outcomes align with unit goals.

3. Implementation and Knowledge Transfer

Include: your plan to bring learnings back to your unit (training sessions, presentations, workshops); a timeline; how success will be measured.

4. Commitment to extending to entire membership

Include: how your attendance will contribute to strengthening leadership across the Auxiliary.

## Unit Endorsement

Unit Commander Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unit Command Statement (150–200 words):

Please describe why this applicant should receive orders to attend, including their potential for leadership, commitment to the Auxiliary, and ability to effectively implement training outcomes.

## Commitment Requirements

By signing below, I commit to:

• Attend all scheduled conference sessions in my selected tracks

• Submit a post-conference report within 30 days of return

• Conduct at least one training session for my unit within 60 days

• Participate in follow-up surveys to measure impact

• Serve as a mentor for future recipients

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Submission Requirements

Application Deadline: 15 August 2025

Submit completed application to: Klaas.nijhuis@cgauxnet.us

Required Supporting Documents:

• Current unit roster showing applicant’s active membership

• Letters of recommendation (2 maximum, optional)

## Selection Timeline

• Applications Due: 15 August 2025

• Interviews (if required): 17–23 August 2025

• Order Notifications: 25 August 2025

• Conference Dates: 19–21 September 2025