# Successful Candidate Agreement

**Instructions**: Use this form as a starting point for your development efforts. Customize this form, adding relevant information as appropriate or removing information that does not apply to your situation.

Trainer Name: [Insert trainer name]

Selection Date: [Insert selection date]

This document outlines an agreement between [Insert organization] and [Insert candidate’s name] to perform specific tasks in support of the [Insert training cadre name] Training Cadre.

To maintain my status as a member of the [Insert training cadre name] Training Cadre in good standing, I agree to:

1. Conduct a self-assessment of my strengths and weaknesses
2. Complete at least one of the following tasks (check all that apply):

| Check Box | Task |
| --- | --- |
|  | Participate in a staff development activity related to [Insert topic area] |
|  | Design and develop a training session on [Insert topic area] |
|  | Conduct a training session on [Insert topic area] |
|  | Assist in the review or revision of designated training materials |

1. Provide a minimum of [Insert number of days] contracted training days per year
2. Maintain an average total score of “4” on participant evaluation forms
3. Attend a minimum of [Insert minimum number] professional development activities per year

**Signatures**

Trainer:

Date:

Organizational Staff:

Date: