



Florida FCCLA
State Officer Candidate Application

Updated Sept. 2021



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Duties of State Officers

President: Shall preside over the state meetings of the Association, meetings of the State Executive Council, appoint committees, and serve as an ex-officio member of said (and all) committees. This officer may also prepare and present workshops dealing with leadership skill and development.

President-Elect: Shall learn the duties and responsibilities of the presidency, position which they shall assume the following school year. Shall preside at meetings as designated by the State President, shall promote membership by creating a yearly membership campaign in coordination with the President, and shall serve as a member of the National Membership Network.

Vice President, Junior Relations: Serve as a liaison for Middle Level members to the State Executive Council. Shall assist as designated with various tasks on the Council such as membership, outreach, public relations, etc. Shall be responsible for creating a yearly Middle Level Affiliation Campaign to encourage middle school participation with FCCLA. Shall serve as a member of the National Membership Network.

Vice President, Parliamentary Law: Shall assist in conducting meetings in a businesslike way, shall be the recipient of proposed bylaw changes from affiliated chapters, shall serve on the State Bylaw Committee, shall preside at the Business Session at SLC, and may be tasked with participating in various tasks such as membership, outreach, public relations, etc. Shall serve as a member of the National Competitive Events Network.

Vice President, Careers and Alumni: Shall be responsible for encouraging and educating members to consider opportunities in Family and Consumer Science career pathways, as well as actively pursue professionals that represent those careers. They shall also be responsible for encouraging active members to move into Florida's Alumni Group (or National FCCLA's A&A) after graduation. Shall serve as a member of the National Programs Network.

Vice President, Community Service: Shall be responsible for creating interest in and promoting the National Outreach Program. Shall be responsible for creating, planning, and implementing community service projects as needed throughout the year. Shall manage ongoing service projects and ensure their timely completion. Shall serve as a member of the National Programs Network.

Vice President, Management: Shall keep an accurate record of the business meetings of the State Executive Council, as well as other meetings at various official functions. Shall make and present a report of the financial status of the State Association (in coordination with the Board of Directors) at official State Executive Council Meetings and SLC. Shall serve as a member of the National Finance Network.

Vice President, Public Relations: Shall maintain the quarterly state newsletter. Shall encourage chapters to contribute materials for the publication and use on social media platforms. Shall maintain the state social media accounts in coordination with the State President. Shall serve as a member of the National Connections Network.



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Get Ready to Run for a State Office

Qualifications

1. Meet the qualifications for State Officer Candidates as stated in Article VIII, Section B of the Florida FCCLA Bylaws (found online on flfccla.org).
2. Be neat, well-groomed, and have good manners.
3. Display emotional maturity and high moral standards.
4. Display leadership abilities and drive.
5. Assume and carry through on all responsibilities throughout the elections process in a timely manner.
6. Be tactful, cooperative, and considerate of others.
7. Display a good command of the English language.
8. Have **no record** of school suspensions, expulsions, or other serious disciplinary action.
 - a. Have **no record** of law violations.
9. Maintain a minimum 3.0 unweighted GPA, or risk removal from the Council if elected.

Rules for Campaigning/Participating at SLC

1. Candidates may not campaign wearing any official designation of their current office (name tags, FCCLA blazer, officer pin and guard, etc.).
2. Materials used for campaigning must be approved by the State Director or a designee prior to use at the State Leadership Conference.
3. Set up of materials at the Conference must be conducted during the designated time.
4. Candidates must attend all meetings required of them.
5. Candidates are required to be registered and to attend the State Leadership Conference the year of their candidacy.
6. As stated in the above section, candidates must meet all qualifications by the time they arrive to SLC.

Failure to abide by these rules or not meet qualifications will result in **disqualification**.

State Officers/District Officers Running for Election:

Given the nature of their role and distinction within the State, officers must adhere to the following:

1. At District Meetings: Officers may not appear on stage prior to voting. During campaigning, the officer may not wear any clothing that may identify them as officers (blazers, tie, ascots, scarf, nametag, etc.).
2. At SLC: Officers may not appear on stage as official officers prior to voting. Campaigning in clothing that identifies them as officers (blazers, tie, ascots, scarf, nametag, etc.) is **strictly prohibited**.
 - a. Campaigning includes:
 - i. Standing at candidate displays,
 - ii. Using pictures during their times as officer (in which they are in uniform),
 - iii. Attending round-robin sessions,
 - iv. Giving speeches, introductions, and other forms of campaign material during the conference.



Officer Responsibilities

Required Meetings

1. Close of the State Leadership Conference: Approximately three hours.
2. Summer Council: Approximately three days in June.
3. National Leadership Conference: Approximately five days in July.
4. Script Writing: Approximately two days in the Fall.
5. Winter Council: Approximately three days in January.
6. State Leadership Conference: Approximately six days in either March or April.
7. All district meetings and activities.
8. Invitations from other chapters or local, state, and civic organizations when approved by the State Director, District Adviser, or local adviser.
9. Other meetings as designated by the State Association.

Financial Responsibility

1. The State Association will cover:
 - a. Expenses for boarding and registration to the National Leadership Conference, as well as $\frac{1}{2}$ of the Leadership Academy registration cost.
 - b. Expenses for room and meals while attending State Executive Council meetings, the State Leadership Conference, and other events as approved.
 - c. Transportation to and from State Executive Council meetings, *if approved by the State Director*.
 - d. Other expenses, as allowed and approved by the Board of Directors.
 - i. Newly elected officers will receive more information about what is covered.
2. The Newly Elected Officer will cover:
 - a. The official uniform selected for use on the Council.
 - i. Approximately \$300-400.
 - b. Cost of travel to the National Leadership Conference, meals, and $\frac{1}{2}$ of their registration to the Leadership Academy (or another Academy as may be selected by the State President).
 - i. All other expenses, such as souvenirs, tours, snacks, etc. will be the responsibility of the officer.



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Candidate Agreement

Place your initial next to the following indicating that you understand and agree to each of the following statements below:

1. ____ I understand and shall assume all financial responsibilities not assumed by the State Association.
2. ____ I will attend all required meetings and conferences. This includes, but is not limited to, Summer Council, National Leadership Conference, Fall Scriptwriting, State Leadership Conference, and other events as approved.
3. ____ I agree to maintain constant contact with my district and chapter advisers regarding transportation to and from state meetings, participation in state events, and other happenings of the state association.
4. ____ I agree to maintain a 3.0 unweighted GPA and certify that I have no record of school suspensions, expulsions, or other form serious disciplinary action, as well as no record of violations of the law.
5. ____ I agree to uphold and maintain all responsibilities required of me throughout the year, and work with the State President throughout the year on these responsibilities.
6. ____ I understand that State Association events may interfere with school and personal activities. Unless death or illness is a factor, I am required to attend all State Association sponsored events, as required by my office and the State Director.

Pledge of the Candidate

I, _____, agree to uphold my duties and responsibilities as listed above. I understand that if I do not uphold these duties and responsibilities, I will be required to relinquish my position and be removed from the State Executive Council.

Signature of Candidate

Date

Signature of Chapter Adviser

Date



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Candidate Questions

The answer to the following questions may be used for publicity purposes at the State Leadership Conference and may be given to Voting Delegates as part of materials concerning candidates.

1. Write a statement in 30 words or less on what FCCLA means to you
2. What is something you hope to accomplish if elected as a State Officer? (1-3 Sentences).
3. In your opinion, what is the most important quality a leader should have? (1-2 Sentences).
4. Since 1945, FCCLA has impacted millions of students across our nation. What impact has FCCLA had on your life, your family, your community, and/or your school? (1-3 Sentences).
5. What does "Towards New Horizons" mean to you? (1-2 Sentences).



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Approval Form

Chapter Adviser: I hereby certify that _____ meets all the qualifications for the State Officer position they are running for, and in my opinion, would make a worthy officer of the Florida Association and Foundation of Family, Career and Community Leaders of America, Inc. If the candidate is elected to office, I shall assist them in performing all assigned duties and responsibilities, fill out paperwork for the school, district, and FCCLA as needed, and if required, serve as a chaperone to the officer for official State Association events. **Further, I certify that I have discussed financial and time obligations with the candidate and parent using resources provided by the State Association.**

Signature of Chapter Adviser

Date

Parent/School Administration: The State Officer Candidate, _____, has my approval to be a candidate for a state officer position. If elected to the position, I will give my permission for attendance to all state activities, state meetings, meetings called by the State Staff/Board of Directors, and other required events as may be added throughout the year. I will also assist the candidate in the performance of their duties and responsibilities as a State Officer.

Signature of School Administrator

Date

Signature of Parent/Guardian

Date

Pledge of the Candidate: I, _____, if elected, will perform all of the duties pertaining to my office unless an emergency such as illness or death may occur. I understand that I shall have to *relinquish* my office if I do not 1) attend all required meetings, 2) fail to perform my duties, or 3) in any way violate the governing articles of the Florida FCCLA Bylaws, and all rules pertaining to the office I will be elected to.

Signature of Candidate

Date

Confirmation of Membership: The candidate that is submitting this application is an affiliated member of their chapter and is hereby recommended by the Chapter:

Signature of Chapter Adviser

Date

Signature of Candidate

Date

Adviser Phone Number: (_ _) _ _ - _ _ _ _

Adviser Email: _____

Signature of Chapter President

Date