

Indio FFA Chapter Officer Application

Becoming a Chapter FFA Officer is a challenging process, yet a very rewarding opportunity.

Through this chapter officer candidate process, you will grow as a person and advance in leadership development and career preparation. Congratulations on deciding to run for office!

Foreword for the Candidates for Chapter Officer

Although Chapter FFA Office takes a great deal of hard work and dedication, officers will gain experiences and contacts that will last a lifetime. The skills gained will help prepare them for future careers, opportunities in college, and leadership roles in other organizations. Chapter officers serve the Indio FFA members and advisors. They make a positive difference in the lives of many people.

This handbook is to help you prepare your candidacy for Chapter FFA Office. In it, you will find everything you need to get you on your way. Please thoroughly review all the enclosed information as you prepare for the chapter officer selection process.

Remember this handbook is only the beginning!!

As a candidate, you will need to study Agricultural Education and FFA information, practice interviewing and presenting yourself in front of people. It will take your personal commitment and dedication to truly prepare for this process. You know yourself best! You know what areas you need to work on. We wish you the very best.

If you have any further questions, regarding the responsibilities of Chapter Officers, or the Selection Process, please contact your chapter advisor.

Organization

The Indio FFA Officers are overseen by the FFA advisor and the other agriculture teachers, with support by the school administrative office. If elected into an office, you are agreeing to represent the membership in the best way possible and put the needs of the members first before your own. Be an officer of action, not just of words. Do what you say you will do!

There will be six elected chapter officers for the school year and the possibility of other appointed officers, as decided upon by the Advisors. Results for the Indio FFA Chapter Officer Team will be presented the following day of screening in every Ag classroom.

Qualifications

To participate in the Indio FFA Chapter Officer program, officer candidates must meet all of the eligibility requirements:

- Have and maintain a 2.5 GPA or higher.
- Have and maintain a clean discipline and attendance record.
- Attend the summer Chapter Officer Retreat scheduled for August 12 – August 13, 17.
- Have a signed, completed application on file with the chapter advisor.
- Have a signed, completed chapter Code of Ethics on file with the chapter advisor.
- Be a member of the local FFA chapter for the current school year.
- Review the Chapter Officer Handbook.
- Go through the chapter selection process.

Discipline

All FFA Chapter Officers will be placed on behavior contracts for any of the offenses listed below. The Chapter Officer is allowed two chances to improve their behavior, with the third offense resulting in removal from the team.

Offenses:

- Not abiding by the FFA Code of Ethics
- Unexcused absences: Anything but an illness or family emergency.
- Missing a required activity
- Profanity and/or receiving of discipline referrals from school administration or faculty/staff

Offenses resulting in immediate removal from Chapter Officer Team:

- Use and/or possession of alcohol or drugs
- Use and/or possession of tobacco (as a minor you are not allowed to purchase the product)
- Stealing or possession of stolen goods.
- Use and/or possession of weapons.
- Defiance of advisors, administrators or other teachers.
- Two consecutive grading periods below 2.0 GPA (grades will be checked at the end of each quarter).
- Fighting and bullying
- Receiving of discipline referrals or expulsion hearing

Parent and/or Officer has the right to request a hearing regarding this action. The hearing will be held as soon as possible with a panel consisting of an administrator, the FFA Advisor, Officer's counselor, and one teacher. The officer and parent will be given the opportunity to present reasons for this action to be voided. The decision of the panel will be final.

Required Activities Calendar

The following activities are required of all chapter officers. An officer must consult with the FFA Advisor if a conflict arises PRIOR to the event. Missing a required event will be subject to an offense. A description of the required activities and calendar are as follows:

<u>Activity</u>	<u>Date</u>
Initial Officer Retreat	Aug. 12 – Aug. 13, 2017
Riverside Sectional Leadership	September 19, 2017
Fall Livestock Parent Meeting	September 26, 2017
Executive Committee Meetings	Once every month
Chapter Meetings	Once every month
So Cal Leadership Conference (Including set-up and clean up)	Nov. 3 – 4, 2017
Pre-Show Meeting	Feb. 4, 2018
Fundraising Events	Planned throughout the year
Community Service Events	Planned throughout the year
End of the Year Awards Ceremony	May 16, 2018

Election Process

1. The nominating committee will consist of all retiring, senior FFA officers and all Agricultural Teachers. Senior FFA officers will provide their input and participate in the screening process but the Agricultural Teachers will make the final decisions on nominations.
1. Candidate MUST go through the outlined officer selection process.
 1. Fill out required application, get proper signatures and recommendations, and submit all two days prior to screening.
 2. Must submit a type-written, 1-page statement explaining why they desire to serve as an officer.
 3. Must go through an interview process with the nominating committee. During this process, the candidate must express their goals, objectives and qualifications.

They will also be ask numerous questions regarding their qualifications and reasons why they want an FFA office.

4. Final nominations and screening will be the right of the Agricultural Teachers. A list will of the slated candidates will be post in each of the agriculture classrooms, at which point the candidates will have a week to promote themselves for office.
 5. FFA meeting will be called for at the end of the week of candidate promotion. All members in good standing, except seniors, are allowed to vote after the candidates have presented a one-minute speech. Candidates will be allowed to slide down in office once if they lose their initial office.
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1. Questions used by the nominating committee will seek to determine the strengths and abilities the candidate brings to the office they desire. A grading rubric will be followed.

 1. In the event that a chapter officer resigns, is removed from office or vacates the office for any reason, the office will be open for elections at the following general FFA meeting. Prior to the meeting, the officer candidates must complete the election process which includes officer screening, the officer application, officer speech and election by the chapter membership at the next general meeting. All officer candidates must hold the Chapter FFA degree to hold a chapter office.

Additional details can be found at the following site with is the Official FFA Manual:

<https://www.ffa.org/SiteCollectionDocuments/officialffamanual-english.pdf>

or in Spanish:

<https://www.ffa.org/SiteCollectionDocuments/officialffamanual-spanish.pdf>

Chapter Officer Application ~ Indio FFA

Applicant's Name: _____ Degree: _____

Address: _____ City: _____ State: ____ Zip: _____

Phone #: _____ Grade: _____ Age: _____

GENERAL QUESTIONS

1. Agriculture classes planned for the coming year:

2. List the offices you want to be considered for, if you are elected, in order of preference. (Offices available are listed in the Chapter Officer Handbook. Greenhand applicants are not eligible for the offices of President or Vice President.)

A. _____

B. _____

3. Current GPA: _____ Guidance Counselor Initials:

EXPERIENCE QUESTIONS

1. List all FFA leadership roles you have experienced. (Officer, committees, etc.)

2. List all FFA activities/CDE's you have participated in, excluding seminar and night meetings.

3. List any FFA awards or honors you have received.

4. List involvement in school/community activities outside the FFA.

5. Describe your experiences speaking in front of large groups of students/people?

LEADERSHIP THOUGHT QUESTIONS

1. Briefly state the qualities you possess that qualify you for a chapter office.

2. If you were elected to a chapter office, what would be your main goal for the chapter?

3. Select one of your personal qualities and explain how it will be of value to the chapter officer team.

4. What other commitments do you have in the year that would compete for your time?

5. What do you believe are the most important responsibilities of a chapter officer?

6. List at least three ideas for new chapter activities for the upcoming year.

STATEMENT OF INTENT

Upon completion of this application, provide a type-written, 1-page statement explaining why you desire to serve as an officer. Attach that statement to this completed application.

LETTER OF RECOMMENDATION

In addition to this completed application and the essay of intent, please submit one letter of recommendation from a high school teacher. This letter should be submitted in a sealed envelope, with the teacher's signature across the seal. Letter must come from a non-agricultural teacher.

CANDIDATE'S AGREEMENT

I understand I am responsible for my duties as a chapter officer and will uphold them to the best of my ability. I have read and understand the information presented in the Indio FFA Chapter Officer Handbook. I have completed the officer application honestly and accurately to the best of my ability, and I have completed the Statement of Intent, secured a Letter of Recommendation, and completed the Officer's Contract and Code of Contact. Upon my

election, I understand I am required to be at all officer team meetings, on time, or will fall subject to the consequences associated with absence and tardiness. I am aware that repeated absences from required functions will result in my being dismissed from the officer team early.

My presence at the officer retreat is mandatory!

Applicant Signature: _____

Date:

PARENT/GUARDIAN AGREEMENT

I _____, hereby approve of my son/daughter,
_____, running/becoming a Indio FFA Chapter Officer for the 2017-2018 school year. I realize that s(he) is responsible for their officer duties and will uphold them to the best of their ability. I have read and understand the information presented in the Indio FFA Chapter Officer Handbook. I further understand my child is required to be at all officer team meetings, on time, or will fall subject to the consequences associated with absence and tardiness. I am aware that repeated absences (no more than three) from required functions will result in my student's early dismissal from the officer team. **His/Her presence at the officer retreat is mandatory!**

Parent/Guardian Signature: _____

Date:
