

OFFICER QUALIFICATION INFORMATION

Member commitment and involvement are vital to the health of any organization. Taking a leadership role beyond the chapter level provides opportunities for improving leadership skills; personal growth; meeting new people; travel and involvement; being a spokesperson for FCCLA; and helping the organization reach its goals. Members wishing to run for regional, state and/or national office must be enthusiastic, knowledgeable about FCCLA, energetic, innovative, futuristic and committed to the organization.

Each family and consumer sciences program should receive information on regional screening procedures and deadlines from the regional president and adviser. Questions regarding regional elections should be directed to them.

REGULATIONS FOR SUBMITTING OFFICER QUALIFICATIONS

1. Candidate must be listed as a member of a chapter that is affiliated at the regional, state, and national levels with dues payment processed by the national office on or before December 1.
2. Officer Qualification Forms **must be submitted through the online application process. This includes uploading scanned copies of the signature pages included in this packet.** Digital photos of these forms will not be accepted. Originals of these forms may be requested by the state/regional association.
3. Since the Officer Qualification Form may be reproduced for the use of the voting delegates, be sure all words are spelled correctly and the form is neat in appearance.
4. Before completing the Officer Qualification Form, make sure that you meet the qualifications for the office you are seeking as stated in the bylaws.

REGIONAL OFFICERS MUST:

1. Regional president, vice president, secretary and treasurer: have completed at the time of candidacy at least one semester of family consumer sciences and human services instructions at the 7th grade level or above and be currently enrolled **OR** have completed at the time of candidacy at least one year of family and consumer sciences at the 7th grade or above

Regional reporter, parliamentarian, and other officers as deemed necessary by the regional association: have completed at the time of candidacy at least 1 quarter (9 weeks) of family consumer sciences and human services instruction.

2. Be an active member of an FCCLA chapter affiliated at regional, state, and national levels.
3. Have held a responsible position at one time at the chapter level. (For example: chapter officer, committee chairperson.)
4. Have completed or presently working toward completion of a Power of One unit.

(over)

STATE OFFICERS MUST:

1. Be an active member of an FCCLA chapter affiliated at regional, state, and national levels.
2. Completed a minimum of one year of comprehensive or occupational family and consumer sciences classes at the middle school or high school levels.
3. Have held a responsible position at one time at the chapter level. (For example: chapter officer, committee chairperson.)
4. Must have completed a Power of One unit.
5. Be vitally interested in family and consumer sciences education or family and consumer sciences and human services related occupations.
6. Demonstrate outstanding qualities of leadership.
7. Be familiar with and follow correct parliamentary procedures.
8. Show evidence of ability to work well with a group or with individuals.
9. Have the approval and support of parents or guardians, local chapter, local adviser, and local school administration.
10. A scholastic rating above average (3.0 on a 4.0 scale).

NATIONAL CANDIDATES MUST:

1. Currently be an active member in an affiliated chapter and has been an active member in good standing for at least one year.
2. Completed a minimum of one year of comprehensive or occupational family and consumer sciences classes.
3. Have completed a Power of One unit.
4. Have a scholastic rating above average. (National officer candidates must have a minimum 3.0 GPA (nonweighted), cumulative for the past 3 semesters)
5. Have shown leadership ability in responsibilities above the chapter level.
6. Have the approval and support of parents or guardians, local chapter, local adviser, and local school administration.
7. Approval of the state association.
8. Is not a present or former member of the National Executive Council (National Bylaws, Article VI, Section 2, D, Revised, 2013).

If a student is elected to run as a national officer candidate for the state, the candidate will work with the state office to prepare the officer packet. This includes but is not limited to sending a completed resume to the state office for suggestions and improvements and sending the completed packet to the state office for required signatures. The state office will send the packet to the national office.

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email: civilrights@dese.mo.gov.

**OFFICER CANDIDATE
SIGNATURE PAGE**

By signing below we the undersigned, support and approve the candidate in their decision to pursue a regional and/or state officer position, we also have been made aware of and support the following:

General

- I have read the Officer Qualification Information
- I have read the qualifications listed in the state bylaws (Article V) and agree that the candidate meets the qualifications for the position he/she is seeking, as well as any relevant regional bylaws for qualification.
- I have read and agree to follow the campaigning policy.
- It will be necessary for officers to participate in meetings on school days and be away from home.

Regional Officer/Regional President

- All regional officers are expected to attend regional officer training at state leadership conference.
- REGIONAL PRESIDENTS are required to attend state leadership conference and fall leadership conference (State Bylaws, Revised 2017)

State Officers

- Advisers are responsible for supporting the candidate and are to assist the officers in completing his/her duties including but not limited to attending/chaperoning events.
- I have read the SEC handbook and agree to follow the guidelines and expectations outlined.

ALL SIGNATURES REQUIRED IN INK (Original form may be requested by state/regional association)

(Officer Candidate) (PRINT)	(Officer Candidate) (Signature)	(Date)
(Chapter Adviser) (PRINT)	(Chapter Adviser) (Signature)	(Date)
(School Administrator) (PRINT)	(School Administrator) (Signature)	(Date)
(Parent or Guardian) (PRINT)	(Parent or Guardian) (Signature)	(Date)

Transcript Information Verification

(GPA*)	(Semesters** of FCS Instruction)	(Counselor) (Signature)	(Date)
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*State Officer Candidates only

**7th grade or above, quarter classes should be indicated with .5 (does not include current semester)

**STATE OFFICER CANDIDATE
CALENDAR OF REQUIRED EVENTS**

There are several events that are required during the term of a State Officer (State Bylaws, Revised 2017). Below is a list of those events and the current dates. Dates are subject to change. Other meetings may be called to accommodate business that needs to be conducted.

This document must be signed and submitted with the officer application to be eligible to run for a state officer position. The original of this document needs to be mailed to the state office if elected. It will not be distributed as part of the packet for officer elections. Failure to agree to these dates will disqualify a participant.

If a State Officer Candidate is aware of a conflict concerning one of the dates listed below, he/she must discuss the conflict with the state adviser prior to elections on the regional level. If the state officer candidate is aware of the conflict and fails to follow this process, the current State Executive Council reserves the right to ask he/she to resign or be subject to a hearing if he/she is elected as an incoming state officer.

Missouri FCCLA State Leadership Conference, Osage Beach, MO: March 16-19, 2019

SEC Training and Planning Meeting, Jefferson City, MO: June 10-14, 2019

FCCLA National Leadership Conference, Anaheim, CA: June 30- July 4, 2019

Missouri FCCLA Fall Leadership Conference, Osage Beach, MO: October 27-28, 2019

SEC Winter Planning Meeting, Jefferson City, MO: December 9-10, 2019

Missouri FCCLA State Leadership Conference, Osage Beach, MO: March 14-17, 2020

ALL SIGNATURES REQUIRED IN INK (original needs to mailed to the state office if elected)

(Officer Candidate) (PRINT)

(Chapter Adviser) (Print)

(Officer Candidate) (Signature) (Date)

(Chapter Adviser) (Signature) (Date)

(School Administrator) (Print)

(Parent or Guardian) (Print)

(School Administrator) (Signature) (Date)

(Parent or Guardian) (Signature) (Date)