Officer Application - EXAMPLE

2020-2021 School Year

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade (for upcoming year) \_\_\_\_\_\_\_\_\_

**Understanding the Purposes of FCCLA**

A. Number of years you have been a member of RIVERDALE FCCLA. \_\_\_\_\_\_\_\_\_\_\_\_\_

B. Number of FCS classes you have taken \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. How many district meetings have you attended? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

D. How many Oklahoma State Conventions have you attended? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\*\* Each candidate must submit a letter of recommendation from a RIVERDALE HIGH SCHOOL teacher/administrator with their signed Officer Application and Officer Expectations Form\*\****

**Leadership Abilities**

**A. In FCCLA**

1. Offices held previously in the RIVERDALE Chapter

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2. Describe participation in FCCLA (committees, STAR Events, projects, etc.)

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**In 25 words or less, what does FCCLA mean to you?**

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**B. Other School and Community Activities**

1. Extra-curricular Activities (school or non-school)

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2. Offices Held in extra-curricular activities and duties/responsibility for each office held

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3. Any additional types of participation or volunteer work

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**Rank the following offices from 1 to 6. Place a 1 beside the office that you want the most and a 6 by the office you want the least. Be sure you number all the offices.**

President \_\_\_\_\_\_\_\_\_\_\_

First Vice-President \_\_\_\_\_\_\_\_\_\_\_

Vice President of Public Relations \_\_\_\_\_\_\_\_\_\_\_\_

Vice President of Development \_\_\_\_\_\_\_\_\_\_\_\_

Vice President of Membership \_\_\_\_\_\_\_\_\_\_\_\_

Vice President of Community Service \_\_\_\_\_\_\_\_\_\_\_\_

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, understand that by filling out this application I might become an FCCLA officer for the 2020-2021 school year. Upon receiving the office I must be enrolled in one (1) Family and Consumer Sciences Class at RIVERDALE High School for both Fall and Spring Semester. I understand that if I am unable to enroll in a FCS class I will forfeit my office. I will also faithfully perform all of the duties that my office requires. If I am unable to perform the duties I will forfeit my office. I have read the RIVERDALE FCCLA Bylaws and the RIVERDALE FCCLA Officer Expectations handout and understand that if I am unable to follow the officer code of ethics I will forfeit my office.**

**I understand that it is required that I attend Local Officer Training May 13th through the 15th in Broken Bow Oklahoma. Cost is $30.00. If I am unable to attend Local Officer Training, I will forfeit my office.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of applicant Date**

**Officer Duties**

**President:**

* Shall preside over all meetings of the RIVERDALE FCCLA Chapter
* Shall be a mentor and role model to all members
* Assist with chapter projects, fundraisers, and community service projects as needed

**First Vice President**

* Shall assume the responsibility in the absence of the president
* Shall serve by keeping minutes at all official meetings of the RIVERDALEFCCLA chapter
* Assist with chapter projects, fundraisers, and community service projects as needed
* Assist in role taking at all chapter meetings, events, and activities

**Vice President of Public Relations**

* Shall provide leadership in planning and implementing RIVERDALE FCCLA’s public relations programs
* Shall submit news to the RIVERDALE School Newspaper on a monthly basis
* Shall work with adviser to help keep community aware of upcoming activities and events that involve the RIVERDALE FCCLA
* Shall take pictures at all chapter events, activities, and meetings

**Vice President of Development**

* Shall provide leadership in planning and implementing RIVERDALE FCCLA’s community service programs
* Shall provide leadership in seeking and continuing corporate sponsorships for the organization’s programs and events
* This position will promote activities that will stimulate interest in Family and Consumer Sciences careers and related occupations and FCCLA

**Vice President of Membership**

* Shall provide leadership in planning and implementing programs for membership promotion and development
* Shall utilize the iRecruit program to help chapter officers and members *Recruit, Retain, and Recognize* RIVERDALE FCCLA members
* Shall chair a committee at the beginning of the school year during the RIVERDALE FCCLA’s membership Drive to encourage membership growth
* Will help with FCCLA membership installation and recognition events

**Vice President of Community Service**

* Shall provide leadership in planning and implementing RIVERDALE FCCLA’s community service programs
* Shall chair the committee involving the chosen National Outreach Project for the current year and gather a committee of members to raise funds for the cause
* Shall chair any other committees for chapter wide community service
* Will present “Chapter in Review” at the end of year event

**Vice President of Competitive Events**

* Shall provide updates to the chapter members regarding any new changes or new competitive events
* Shall assist adviser in STAR Event and Skills Demonstration Event preparation
* *In the event that the chapter has a State/National Officer this office will be that of the elected SEC member. These duties will then fall to the Vice President of Community Service*