Danbury FFA

Chapter Officer Application

2020-2021



**Dear Chapter FFA Officer Candidate**,

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!

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 Danbury FFA members and advisor. 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 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 FFA Officers, or the Selection Process, please contact your chapter advisor.

Congratulations on taking the next step in developing yourself as a leader! Good luck!

Check Off Sheet

**Candidates Name and Grade:**

* Completed Application (Black or Blue Ink or Typed) - and all appropriate signatures present.
* Chapter Officer Contract is checked- off and signed.
* You have read and understand all contained in the
*Chapter Officer Handbook.*
* *2 letter of recommendation from a teacher other than an Agriculture Science Teacher*

**Chapter Officer Application ~ Danbury FFA**

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Highest Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_\_\_\_ Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_ Age: \_\_\_\_\_\_

**GENERAL QUESTIONS**

1. Agriculture classes planned for the coming year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Current GPA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Guidance Counselor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**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 ffa chapter 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? How do you plan on accomplishing this goal?

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

Danbury FFA Officer Candidate Requirements

Officer Candidates must:

1. **Provide a completed application, officer contract and requirements (signed), by May 1st at 4:00 to Mrs. Lane, students will email a copy back.** Candidates may provide a résumé with application. Late or incomplete applications will not be accepted.
2. **Attend an interview, in official dress will be done potentially using Zoom or will be determined at a later time.**
3. **Take a test which will be conducted at May 4th online.**
	1. Test will consist of questions from the FFA Manual and Parliamentary Guide.
4. Have had no more than 1 failing grading periods for the previous school year
	1. ISS, DAEP, N, U, P in conduct are not acceptable.
	2. Agree to Officer Election Procedures set forth in the Danbury FFA Officer Handbook
		1. 25% Test
		2. 25% Interview
		3. 25% Application
		4. 25% Popular Vote
5. **Voting will be held on online May 7th.**
6. Agree to serving on the officer team in any Officer position, and with any person that is elected.

7. No candidate will be allowed to manipulate the members’ votes.

Danbury FFA Officer Contract/ Expectations

As a Danbury FFA Officer, I agree to the following terms:

1. Through preparation and practice, develop myself into and effective public speaker and display a desirable image of the FFA at all times.
2. Be willing to commit the entire year to FFA activities.
3. Become knowledgeable of agriculture, agriculture education and FFA.
4. Regularly and on time write all letters, thank you notes, reports and other correspondence, which are necessary and desirable.
5. Accept and seek out constructive criticism and evaluation of my total performance.
6. Be willing to take and follow instructions as directed. ( Teachers, Parents, and other officers or members)
7. In a timely manner, accurately report activities and expenditures with all supporting documentation.
8. Comply entirely with the Officer Code of Ethics.
	1. To forgo all tobacco while involved in official and unofficial FFA activities and at all times refrain from consumption or possession of alcohol or any substance.
	2. To treat all FFA members equally by not favoring one over another.
	3. To conduct myself in a manner that earns respect without display of superiority.
	4. To maintain dignity while being personable, concerned and interested in my contacts with others.
	5. To maintain appropriate dress and good grooming for all occasions.
	6. Work in harmony with fellow FFA officers, and not knowingly engage in conversations detrimental to other FFA members, officers, advisors, and other adults.
	7. To serve as a member of the officer team always maintaining a cooperative attitude.
	8. To be a professional and be on time.
	9. Be mindful of the impact that I will have during my year as an officer and always act or behave accordingly.
	10. Respectfully adhere to board policy and treat all students, teachers, and state staff with proper deference.
	11. Be respectfully to everyone including Ag Teachers, other members and parents.
9. Officers WILL attend ALL FFA functions, WORK WILL NOT BE AN EXCUSE.
10. a. If a function is missed, the officer will be subject to the demerit system
11. Another school/FFA event may be considered excused with 24 hour notice and approval by the FFA Advisor.

(11) Officers MUST participate in ALL Fundraisers of the Danbury FFA.

(12) Officers will attend District Officer Camp and the Summer Officer Retreat.

(13) Officers will perform the duties specific to their offices, and also those duties

 required of the officer team.

(14) Officers must remain academically eligible.

(15) Officers must be in at least one competitive activity through the FFA.

(16) Officers must have an approved SAE program

Discipline

All FFA Chapter Officers will abide by the Danbury FFA Demerit System. Chapter Officers will receive demerits for the following offenses with the opportunity to gain merits back. (See chart)

Offenses resulting in immediate removal from the Chapter Officer Team:

* Use and/or possession of alcohol and drugs
* Use and/or possession of tobacco
* Stealing or possession of stolen goods
* Use and/or possession of weapons
* Defiance of advisor, administrator or other teacher
* Fighting
* Two consecutive grading periods below 2.0 GPA

Parents and/or officer has the right to request a hearing regarding the immediate removal action. The hearing will be held as soon as possible with a panel of an administrator, 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.

Danbury FFA Officer Demerit System

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| --- | --- |
| 5 minutes or more late to an officer meeting ( Considered absent after 15 minutes) | 1 demerit |
| Unexcused absence from an officer or FFA meeting or chapter activity | 3 demerits |
| Become academically ineligible | 3 demerits and mandatory tutorials |
| Failure to participate in a fundraiser | 2 demerits |
| Late to any chapter activity  | 1 demerit |
| Failure to have meet officer expectations (i.e. not knowing opening ceremonies, not having paperwork for meetings, etc.) | 1 demerits |
| Indecorum | 1-5 demerits, determined case by case by the Ag Teachers |
| Merit points can be earned for going above and beyond | 1-3 per instance at the advisor’s discretion |

At 5 demerits you will be place on probation. If you earn 1 more demerit (equaling 6) you will be removed from the officer team for the remainder of the school year and possibly not allowed to run for an officer position the following year. This contract is active once you are elected to an officer position. Demerits stand for the entire year. Any demerits still held at the end of your term will be noted during the application process for officer candidacy the following year. You are required to sign this paper, and abide by the system and the contract rules for your term as a Danbury FFA Officer. Merit Points may be awarded at Advisor’s discretion.

* Absences and tardies must be approved 24 hours in advance to avoid demerits. Absences due to illness will be excused only with a signed doctor’s note (demerits will stand until the note is received).

You and a parent/legal guardian are required to sign the Danbury FFA Chapter Application Agreement acknowledging you have read this Danbury FFA Officer Application and will abide by the demerit system and Code of Ethics during your term as a Danbury FFA Officer.

Danbury FFA Chapter Handbook Acknowledgement

I acknowledge that I have fully read and understand the Danbury FFA Chapter Officer Application for 2019-2020. I understand the Selection Process, Officer Contract/Expectations and Discipline actions. I agree to abide by the demerit system and Code of Ethics for my team as a Danbury FFA Chapter Officer.

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Officer Signature Date

PARENTAL

I have reviewed this pledge with my son or daughter , understand all policy provisions, support the Danbury FFA Chapter in the enforcement and fulfillment of these policies and all other relevant policies and have witnessed his/her signature.

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Parent/ Legal Guardian Signature Date