

# Community FFA Chapter Officer Application



---

## Check-off sheet

*Applications may be typed or handwritten. Please turn in this application in its entirety.*

Candidates Name and Current Grade:

---

- ☐ Completed Application (in ink or typed) - and all appropriate signatures present.
- ☐ *Chapter Officer Contract* is checked-off and signed.
- ☐ The activity point sheet is completed and calculated.
- ☐ 2 Teacher Recommendations have been Completed:  
<https://forms.gle/MsNPVisRa8zgWfKq7>
- ☐ Signed “Expectations of the Chapter Officers.”

**Due: Printed, in hand 4:21 PM April 25th to Mr.Lierman,  
Ms. Shannon, or Mr. Honeycutt**

## CISD FFA OFFICER APPLICATION

Applications are due on Thursday **April 25, 2024** and interviews will be held after school on Tuesday **April 30, 2024**. You need to be in Mr.Honeycutt's room precisely at 4:30 to change. Each applicant should be in official dress, or in professional dress. (If you need a jacket or official dress, see an advisor). If a student misses the interviews, they will not be eligible for an office. Order of interviews will be done by random draw.

**Male Official Dress:** FFA jacket, white button up-collared shirt, FFA Tie, Black slacks/khaki/dress pants, black dress shoes.

**Female:** FFA jacket, white button up-collared shirt, FFA Scarf, Black slacks or knee-length skirt with black hosiery, black flats or heels

**\*Advisors can/will provide loaner jacket and scarf/tie**

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell # \_\_\_\_\_ Grade: \_\_\_\_\_ Age: \_\_\_\_\_

Shirt Size: \_\_\_\_\_

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

Number 1 - 6 by preference, the offices you want to be considered for, if you are elected.

(1 is your most desired spot and 6 is your least desired spot.)

(If you have not served as an officer you are not eligible for President.)

___ President	___ Vice President	___ Secretary	___ Treasurer	___ Reporter
___ Sentinel	___ Student Advisor			

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. What other commitments do you have in the year that would compete for your time?
4. How would you manage your time to ensure that your officer duties are one of your top priorities?
5. What do you believe the most important qualities of a chapter officer are?

6. Briefly describe your SAE.

7. Why do you want to be a chapter officer and what is one goal for you as a leader?

8. In what ways could you increase the chapter membership?

9. What are three goals you have for the chapter and how would the chapter accomplish them?

10. Asked two teachers to complete a recommendation at the following link:

<https://forms.gle/MsNPVisRa8zgWfKq7>

Complete the following chart for any activity that you have completed since our last local banquet, up to now. In the last column, you should list the points that you have earned for the activity, and if applicable, list your placing in the local and regional contest.

Activity	Possible Pts. Earned	Your Points earned
----------	----------------------	--------------------

Creed Speaking	5 pts.	
FFA Quiz	5 pts.	
Exhibited a Project at Collin County Junior Livestock Show	5 pts.	
Worked Concession and/or Clean up at CCJLA	3 pts.	
Participated in dress up for National FFA Week	5 pts.	
Regional Proficiencies	5 pts. each	
Job Interview Contest	5 pts.	
State FFA Convention	5 pts.	
Agricultural Applied Engineering Contest	5 pts.	
Competed at a major stock show	5 pts each	
Livestock Judging @ Commerce	5 pts.	
Vet Science Contest @ Commerce	5 pts.	
Floriculture Contest @ Commerce	5 pts.	
Agricultural Mechanics Contest @ Commerce	5 pts	
Floriculture Contest @ Commerce	5 pts	
Meat Judging @ TAMU	5 points	
Horse Judging @ Tarleton	5 Points	
FFA Talent	5 pts.	
Competed at a Floral Fall Contest	5 pts	
Participated in the Seitz fundraiser	5 pts.	
Sold \$100 of Seitz Items	5 pts	

Participated in the Money Dolly Fundraiser	5 pts.	
Raised \$100 in the Money Dolly Fundraiser	5 pts.	
Attended the Cookout in October	5 pts	
Attended the Holiday Party	3 pts.	
Helped with Alumni Activities	3 pts.	
Participated in community service event..	5 pts,	
Grand Total Points :	XXXXXXXXXXXXXXXXXXXX XXX XXXXXXXXXXXXXXXXXXXX	

\*\*\*\* The selection committee will base their decision on total points earned for the year and on your interview. You will introduce yourself and then answer a few questions from the judges. They will rank the slate of candidates from 1<sup>st</sup> to last and that will determine the officer team. Once the officer team is slated, then the committee chairs will be ranked and each candidate will get to select their chair position. If you have any questions about the process, please don't hesitate to see Ms. Shannon, Mr. Lierman, Mr.Honeycutt. Thanks and good luck!!

### **Expectations of the Chapter Officers**

1. This is **YOUR** organization, and you are committing to putting work in!
2. **Communication for official FFA Officer Group business will be kept and recorded via the GroupMe App, an app used by schools for communicating with students. It is an expectation to keep and use this app for information unless changed by the advisors.**
3. **The GroupMe app is for informational purposes only. Officers should only ask questions related to our chapter, it is not for side conversations, or comments not related to**
4. Officer team members will be expected to compete in at least one Speaking (LDE) contest in the fall, and one Career Development team (CDE) in the spring.
5. Officer team members are expected to participate in any chapter fundraising initiatives.
6. Your number one priority and focus as a chapter officer is to serve the needs of the members of your chapter. Officers should attend all officer and chapter meetings along with any required activity. Officers must submit a written statement of absence to all of the FFA advisors (GroupMe, Email, etc.) at least 7 days prior to the chapter or officer meeting, or missed FFA activity.
7. The success of Chapter Officers is evaluated by team performance, not necessarily on individual performance. Learn how to help each other to become better leaders.
8. Learn how to effectively win friends and influence those with differing viewpoints.
9. It is expected that each Chapter Officer be a positive role model for the members of the chapter. (Suspensions, probations, and repetitious disciplinary action is unacceptable.)
10. It is expected that each Chapter Officer strives aggressively to achieve and maintain academic success.
11. Be on time for all events/meetings. Give 48 hour notice to teachers if you are not attending.
12. Attend the State FFA Convention in Houston the week of July 8-12.
13. Keep all activities and dates current on the personal calendar.
14. Attend all officer and chapter meetings with no hesitation.
15. Come early and stay late... Don't leave until all is cleaned up and is taken care of.
16. Communicate with advisors, officers, parents and members on a regular basis.
17. Step away from cliques, get to know all the members.

18. Be the first to arrive and the last to leave any and all events.
19. Keep all social media and technology clean and age appropriate.
20. Refrain from inappropriate age activities and social gatherings that could question legal matters.
21. Provide and receive constructive criticism.
22. Conduct yourself in a dignified and professional manner at all times.
23. Step out of your comfort zone.
24. Participate on teams, contests and events on a regular basis.
25. Always communicate a positive attitude about wearing proper official dress.
26. Wear appropriate clothing to all events when not in official dress.
27. Always be courteous and respectful to all members, advisors, and teachers 100% of the time.
28. Be discreet! Keep our business within the group, the group being the officer team and advisors. Communication is key... to air likes, dislikes, and other issues.
29. **DO NOT BE AFRAID OF THE POSSIBILITY OF FAILURE OR SUCCESS!**
30. When you need help... ask for it!
31. Give 100% effort!
32. Be enthusiastic at all times. (You never know who is watching/listening!)
33. Learn how to be an effective leader and still have fun.
34. Maintains a passing grade eligibility.
35. Create a fun environment to encourage members to be active in the program.
36. Remember: "The task ahead of you is never as great as the power behind you!"

I have read and understand the "Expectations of the Chapter Officers." I understand they apply to me in my pursuit of a position on the Chapter Officer Team. I further understand that failure to comply with the expectations may result in my early dismissal from the team.

---

Student Signature

---

Date



## Qualifications

To participate in the Community FFA Chapter Officer and Executive Team program, officer candidates must meet all of the eligibility requirements:

- Have and maintain a 2.5 GPA or higher.
- Have a “B” or better in all Agriculture classes.
- Have and maintain a clean discipline and attendance record.
- Attend the State FFA Convention in Houston the week of July 8-12.
- 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 (applying, screening, being elected).
- Signed Officer Expectations, and understanding that these expectations should be met throughout the school year.
- Will be enrolled in Ag Class for the 2024-2025 year.

## Discipline

All FFA Chapter Officers will be placed on a demerit system. Failure to abide by the FFA Code of Ethics, CISD 2024-2025 FFA Handbook, or the Officer Expectations will result in one demerit or immediate removal from the Community FFA Officer Team (please see below) at the agriculture teachers discretion.

### Offenses:

- Not abiding by the FFA Code of Ethics or the CISD 2024-2025 FFA Handbook. Until this is released in August 2024, Officers will be held accountable to the 2023-2024 handbook.
- Unexcused absences from events without a week's notice (7 days prior) to one of the Advisors. Anything but an illness or family emergency.
- Not abiding by the “Expectations of the Chapter Officers” on multiple (2 or more) accounts.

### Offenses resulting in immediate removal from Chapter Officer Team:

- Use and/or possession of alcohol or 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/substitutes
- Two consecutive grading periods below 2.5 GPA.
- Fighting.
- DAEP or higher assignment

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 and advisor. 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.

# FFA Demerit System

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for demerit:

- \_\_\_\_\_ Late to an Officer Meeting
- \_\_\_\_\_ Missed an Officer Meeting
- \_\_\_\_\_ Left a Meeting Early
- \_\_\_\_\_ Failure to Meet the Expectations for the Chapter Officers
- \_\_\_\_\_ Failure to abide by the FFA Code of Ethics
- \_\_\_\_\_ Failure to abide by the CISD 2024-2025 FFA Handbook
- \_\_\_\_\_ Disrespect to an Advisor/Chaperone
- \_\_\_\_\_ Bullying/Disrespect to Fellow Chapter Officer/Member
- \_\_\_\_\_ Other: \_\_\_\_\_

**\*\* You will be allowed 3 demerits, which will be signed by an advisor, officer, and their guardian and returned back to the advisor the following school day. Once you have received your 4th demerit, you are required to submit a letter of resignation for the office you hold. If failure to submit a letter of resignation, you will not be allowed to run for office the following year. \*\***

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

# Student and Parent/Guardian Agreement and Acknowledgment

I have read, studied and understand the expectations, qualifications, and possible discipline outcomes. If elected to a FFA officer position, I will carry out my responsibilities in accordance with these statements and understand that I can be removed from office by the FFA Advisors if I do not satisfactorily follow these established standards. I also understand that if I become an Officer and I am not compliant with these rules that have been set forth, I will receive demerit, unless otherwise noted. If I receive 4 demerits, I understand that I will be removed from the Community FFA Officer Team and will be required to submit a letter of resignation.

Student Printed Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

As the parent/guardian of the above named student, I understand and support the above mentioned duties and responsibilities of being an officer in FFA.

Parent/Guardian Printed Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_