



## SOUTH DAKOTA OFFICER CANDIDATE INFORMATION SHEET

NAME \_\_\_\_\_ GRADE \_\_\_\_\_

CHAPTER \_\_\_\_\_ SCHOOL \_\_\_\_\_

ADVISER \_\_\_\_\_ ADVISER CELL PHONE \_\_\_\_\_

SCHOOL ADDRESS \_\_\_\_\_

SCHOOL E-MAIL \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

HOME/PERSONAL E-MAIL \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

### ***PARENTS***

NAMES \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL \_\_\_\_\_ PHONE \_\_\_\_\_

### ***SCHOOL***

PHONE \_\_\_\_\_

PRINCIPAL \_\_\_\_\_

SUPERINTENDENT \_\_\_\_\_

Please use this candidate information sheet as the cover for officer applications at all levels.

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**South Dakota Association  
Family, Career and  
Community Leaders of America  
Region Junior High Officer Candidate Application Instructions**

Please complete the following instructions for the Region Junior High Representative Officer Candidate Application. Applications need to be postmarked no less than **three weeks** prior to your region meeting date.

**FCCLA Resume**

- Attach a professional FCCLA resume, one page only in length, typed in 11 point Times New Roman font with margins set at .75 all around, providing the below criteria:
  - Name, home address, phone, email address, school, school address, chapter, year in school, number of years in FCCLA, total years of FACS instruction.
  - List all Family and Consumer Sciences courses and grade levels when taken. Please list the course titles as they appear on your transcript.
  - List your participation in FCCLA at the local, district/region, state and national level.
  - List offices held in FCCLA.
  - List your participation in your school and community organizations.

**2 Letters of Recommendation**

- Provide 2 typed letters of recommendation. Each recommendation should be on a separate sheet of paper and included with the application. The recommendations must follow the below criteria:
  - A maximum of one page in length per person and double spaced.
  - One from the Chapter Adviser and the other one from a professional knowledgeable of your FCCLA and/or non-FCCLA related activities.
  - Include FCCLA leadership skills, community involvement, and academic performance.
  - Name and title of the person writing the recommendation, signed and dated.

**Affiliation**

- Attach a copy of the 2020-2021 chapter affiliation form, verifying candidate's membership.

**Official Transcript**

- Attach an official transcript that indicates the candidate's cumulative grade point average.
- Candidate must have a minimum of one class of Family and Consumer Sciences.



- Region Junior High Officer Candidate Summary Sheet**
  - Complete the Region Junior High Officer Candidate Summary Sheet located on page 3.
  - Send only page 3 and a wallet-sized picture to your region president.
  
- Make a copy of your application for your records before you submit it to state headquarters.**

**Application postmark deadline for each region:**

Region I – Jan. 6, 2021

Region III – Dec. 30, 2020

Region V – Nov. 18, 2020

Region II – Nov. 23, 2020

Region IV – Jan. 2, 2021

Region VI – Jan. 2, 2021

**Mail completed applications to:**

Kris Brockhoff  
SD FCCLA State Adviser  
103 Wenona Hall  
Box 507, SDSU  
Brookings, SD 57007



### 2021-2022 Region Junior High Officer Candidate Summary Sheet

Name of Candidate \_\_\_\_\_

Chapter \_\_\_\_\_ Number of Years in FCCLA \_\_\_\_\_

Current Year in School \_\_\_\_\_

**Check all that apply: (Count only activities attended as an FCCLA member)**

State Leadership Teams:     Current Trends Team     National Outreach Team

Power of One Modules:     A Better You                       Family Ties                       Working on Working  
    Take the Lead                       Speak Out for FCCLA

Cluster/National Fall Conferences Attended:     2018                       2019                       2020

National Leadership Conferences Attended:     2018                       2019                       2020

Attended:                       Rookie Training (Year) \_\_\_\_\_                       Power Training (Year) \_\_\_\_\_

Step One Completed:                       Yes (Year) \_\_\_\_\_                       No

**List offices held, STAR Events competed in, and contributions to FCCLA below.**

**Local:**

**Region:**

**State:**

**National:**

**Community Involvement:**

Send ONLY this form and a wallet-sized picture to the Region Chairperson as per instructions on page 2.