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.

**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/State Officer Candidate Application. Applications need to be postmarked no less than **three weeks** prior to your region meeting date.

* **FCCLA Resume**

o 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**

o 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**

o Attach a copy of the 2016-2017 chapter affiliation form, verifying candidate’s membership.

* **Official Transcript**

o Attach an official transcript that indicates the candidate’s cumulative grade point average.

o Candidate must have a minimum of one class of Family and Consumer Sciences.

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* **Region Junior High Officer Candidate Summary Sheet**

o Complete the Region Junior High Officer Candidate Summary Sheet located on page 3.

o Send only page 3 and a wallet-sized picture to your region chairperson.

* **Make a copy of your application for your records before you submit it to state headquarters.**

**Application postmark deadline for each region:**

|  |  |  |
| --- | --- | --- |
| Region 1 – Jan. 16, 2017  Region 2 – Nov. 23, 2016 | Region 3 – Jan. 4, 2017  Region 4 – Nov. 16, 2016 | Region 5 – Nov. 16, 2016  Region 6 – Jan. 2, 2017 |
| **Mail completed applications to:**  Kris Brockhoft |  | |
| SD FCCLA State Adviser |
| 103 Wenona Hall |
| Box 507, SDSU  B SDSU |
| Brookings, SD 57007 |

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**2017-2018 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 Peer Education/ Career Team  Community Team  Family Team

Leadership Teams: 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 Meetings Attended:  2013  2014  2015  2016

National Leadership Conferences Attended:  2013  2014  2015  2016

Attended:  Rookie Training (Year)  Power Training (Year)

Step One Completed:  Yes (Year)  No

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

**Local:**

**District/Region:**

**State:**

**National:**

**Community Involvement:**

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

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