



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

- 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 2016-2017 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 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 3 – Jan. 4, 2017

Region 5 – Nov. 16, 2016

Region 2 – Nov. 23, 2016

Region 4 – Nov. 16, 2016

Region 6 – Jan. 2, 2017

Mail completed applications to:

Kris Brockhoff

SD FCCLA State Adviser

103 Wenona Hall

Box 507, SDSU

Brookings, SD 57007



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/
Leadership Teams: Career Team Community Team Family Team
 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.