



South Dakota FCCLA State Chapter Adviser Application

Due Friday, March 18

Thank you for your interest in serving as the 2022-2023 SDFCCLA State Chapter Adviser. This is a leadership position that allows you to help develop some of the best FCCLA leaders across the state. This position is identified in our bylaws as the liaison between the past and present Executive Councils.

Please return your completed application to:

Kris Brockhoft, State Adviser
South Dakota FCCLA
103 Wenona Hall
SDSU, Box 507
Brookings, South Dakota 57007

Or email to Kris.Brockhoft@sdstate.edu.

All applications are confidential. The final decision on selection of the state chapter adviser will be made by the SD FCCLA Board of Directors Executive Committee. The candidate chosen for this position will be notified two weeks prior to state meeting so they may make the necessary arrangements.

Compensation for duties performed includes:

- Complimentary state meeting registration and room.
- Complimentary leadership weekend registration and room
- \$300 stipend from Advisers in Action* (to be voted on at the Advisers in Action business meeting)
- State chapter adviser stipend* (equal to the stipend given to state officers and national officer candidates for national meeting travel by the state association – varies by year – approximately \$400 in recent years)

SD FCCLA State Chapter Adviser Job Description:

1. The State Chapter Adviser works directly under the guidance of the State Adviser. The State Adviser decision will be final on matters concerning state officers.
2. State Chapter Adviser position starts at the **State Leadership Conference**.
 - a. State Chapter Adviser must be in attendance at this meeting.
 - b. New State Chapter adviser will aid in designated office selection for the incoming Executive Council.
 - c. Attend meetings of the newly installed State Executive Council following the state meeting. (Required attendance on Tuesday evening and Wednesday after state meeting.)
 - d. Work with team to organize and acquire officer uniforms.
3. Travel to **National Leadership Conference** with the Executive Council and take responsibility for students at that meeting. This travel is required for all State Chapter Advisers.
 - a. Work with State Executive Council and State Adviser to plan officer schedules for National Leadership Conference.
 - i. Guide students as they become a team (communication, decision making, projecting a positive image, etc.)
 - ii. Supervise officers in day-to-day duties (Officer responsibilities include displaying state flag and leading state in cheers at general sessions, carrying out motivational activities for state delegation, planning and conducting state meetings and STAR Event awards recognition session for the SD delegation, etc.)
 - iii. State Executive Council curfew checks.
 - iv. Plan meal or other activity together for officers at National Leadership Conference.
4. Responsibilities **during the year**:
 - a. Assist State Adviser in planning leadership development opportunities for state officers.
 - b. Assist State Adviser in working with State Executive Council to define their roles, both as an officer team and in individual offices. This includes assisting them in developing a program of work, setting goals, and creating a plan to reach those goals.
 - c. Work with State Executive Council throughout the year to fulfill the duties of their office.
 - d. Help students with responsibilities throughout the year, such as Leadership Weekend (Rookie Camp), Legislative Shadowing, CTSO State Officer Training, State Executive Council meetings, etc.
 - e. Possible assistance at Region Meetings could be needed if State Adviser is unable to attend all meetings due to conflicting schedules.
 - f. Be present at CTSO Legislative Shadowing in the winter.
5. **State Leadership Meeting**
 - a. Assist officers in planning meeting and organizing materials needed.
 - b. Practice script with officers at state meeting.
 - c. Work with State Executive Council to ensure a successful state meeting.

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Name: _____

School or Current Position: _____

School Phone Number: _____ Cell Phone Number: _____

State FCCLA Experience:

- State Officers (s), officer position:

- District/Region Officers:

- Leadership Team Members:

Have you previously served as the State Chapter Adviser? Year(s):

Have you previously had any other leadership positions in FCCLA?

What talents and skills do you feel you could contribute to the role of State FCCLA Chapter Adviser?

Why would you like to serve as the State Chapter Adviser?

Please state your thoughts on what you think the main objectives for this position should be: