

**2022-2023 Incoming FCCLA  
State Officer Elections Packet  
Responsibilities and Criteria  
(Please Read Carefully!!!)**

**DUE  
Feb. 10**

Dear Candidate:

Your willingness to serve on the Hawaii State FCCLA Executive Council for the 2022-2023 school-year is appreciated. The position that you may be elected to should be taken seriously. In order to ensure your commitment and dedication, you are asked to meet all of the following criteria and expectations:

**Election Guidelines:**

1. Each incoming State Family, Career and Community Leaders of America (FCCLA) officer candidate will be running on an open ballot. Membership will be determined by paid membership; as of February 1<sup>st</sup>.
2. All candidates will be running at-large for the officer positions of President and 1<sup>st</sup> Vice-President. The candidate with the highest number of points will become the President; the second highest will become the 1<sup>st</sup> Vice-President who represents the State as the National Voting Delegate.
3. The remaining candidates will be considered for the remaining four offices of Vice President of Public Relations, Vice President of Membership and Vice President of Development according to the rating each receives. The newly elected State Executive Council and State Advisory Board will determine the placement of candidates into the remaining officer positions.
4. If any candidate is unable to fulfill the responsibilities of an office, or does not want to be considered for the presidency, he/she should note that on their application form.
5. Each candidate will be expected to adhere to all the guidelines outlined, and should review the **“State Officer Candidate Election Ballot - 2022”** (enclosed) that outlines what they will be evaluated on by the voting delegates.

**Elections Criteria:**

1. Candidates are expected to be active members of FCCLA. All national, state, district and chapter dues must be paid.
2. Active leadership and participation at the chapter and district levels are required of candidates who run for state office.
3. All candidates must have at least a 3.0 GPA to run for office.
4. Advisor’s recommendation is mandatory-signature on Officer Candidate Agreement verifies recommendation.
5. Complete and return the following by February 10, 2022 to the Hawaii State FCCLA Office.

1. Candidate Questionnaire
2. State Officer Information Form
3. Officer Candidate Agreement
4. Letters of Recommendation
5. Essay
6. Resume

Mail/email to:  
Mrs. Linda Uyehara  
OCISS-ISB  
475 22<sup>nd</sup> Avenue, Room 215  
Honolulu, HI 96816  
linda@uyehara.net

**State Officer Expectations:**

1. Candidates must attend the State Meeting fully prepared for the various presentations outlined in this packet.
2. Candidates will be required to attend the meeting/s for incoming and outgoing officers prior to the State Meeting (to be determined). Items to be reviewed include the agenda/program, speeches, installation, and other items necessary to prepare themselves.
3. Participate in regular executive board meetings throughout the year.
4. Help plan, implement, and evaluate all activities for FCCLA, statewide. This includes coordinating the 2023 State Conference.
5. All candidates are expected to represent the State of Hawaii at all national and state meetings, events, and activities.
6. Exhibit professional conduct at *all* times.



## Procedures for FCCLA State Officer Candidates



- Candidate Questionnaire:** The purpose of these questions is to test your knowledge of the organization. Answer each question to the best of your ability for it may be asked during the informal and/or impromptu question and answer sessions.
- State Officer Information Form:** This information is needed to gain a perspective about your involvement in FCCLA and other activities that you may be involved in.
- Officer Candidate Agreement:** As an officer you must be able to fulfill all the duties that are listed. Please be sure to get all the required signatures.
- Two Letters of Recommendation:** Two letters of recommendation: one from your chapter adviser and one from a non-FCCLA professional.
- Essay:** Submit an essay – *How has FCCLA impacted you, and how would you continue to impact others if given a state officer position?* Typed, one page, double spaced, 12 pt. font, 1 inch margins.
- Resume:** Typed, 10-12 pt. font, no longer than 2 pages

### Presentation Guidelines for State Officer Candidates

1. Introductory Speech	3-5 min	Pre-recorded
2. Independent Student Activity	varies	Asynchronous
3. Question and Answer (Informal)	30 minutes	google meets
4. Question and Answer (Impromptu)	1-2 minute/s per candidate	google meets, recorded

Details of each of the presentations are as follows:

#### 1. Introductory Speech (3-5 minutes)

*How will you help our membership 'Make It Count' during the upcoming year, 2022-2023?* Very briefly, but creatively, introduce yourself as related to the topic of the speech. You may ask your chapter (entire chapter, president, etc.) to help introduce yourself prior to your speech. Try to relate personal qualities with those of the organization.

#### 2. Independent Student Activity (time varies)

The main purpose of this activity is to demonstrate leadership ability and your creativity during this unusual time of our lives.

Plan an asynchronous activity that will be fun for our members to participate. This could be a game, an instructional activity, a 'how-to,' etc. This activity will be uploaded to our website.

#### 3. Personal Interview

The voting delegates will ask you questions to test your knowledge of FCCLA and also get to know you personally. You will be asked several questions to demonstrate your knowledge of the organization's mission, purpose and background. This is also a time to share your ideas for FCCLA's future with everyone. This activity will be conducted online: google meets breakout room environment, this activity will be recorded.

#### 4. Question and Answer (Impromptu)

You will be asked a fact and a situation question which you must answer impromptu in an online google meets breakout room environment, this activity will be recorded.

**\*\*\*Please Note:** Officer Candidates should be attired in the official FCCLA dress: *red blazer, white blouse/shirt, black slacks/skirt, black shoes, and ties for boys.*



**FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA (FCCLA)**

**Due  
Feb. 10**

**Incoming 2022-2023 FCCLA State Officer Information Form**

Please complete this form carefully. Type or print clearly.

Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Home Address \_\_\_\_\_  
Street City State Zip Code

Name of Parent (s)/Guardian(s) \_\_\_\_\_

School Chapter \_\_\_\_\_

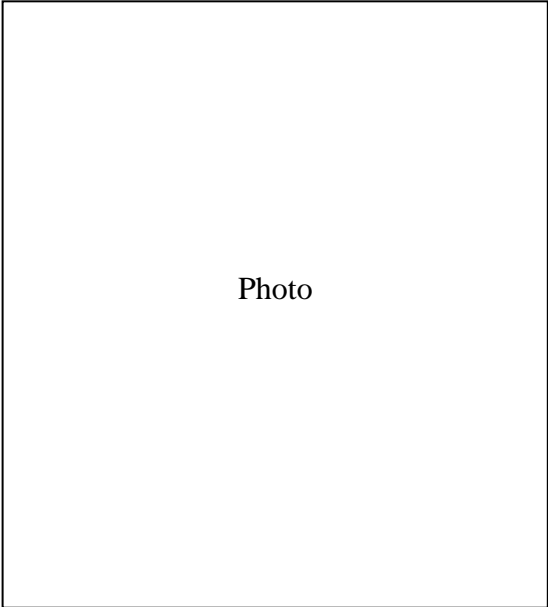
Number of years of membership in FCCLA \_\_\_\_\_

Number of Family and Consumer Sciences courses completed \_\_\_\_\_

List Family and Consumer Sciences courses taken:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FCCLA offices held, include year/s:



Outstanding Achievements:

1. School:

2. Community:

Why did you decide to join FCCLA?

What do you believe in as a leader? What is your leadership philosophy?



**Due  
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## **FCCLA INCOMING CANDIDATE QUESTIONNAIRE QUESTIONS ABOUT HAWAII FCCLA**

Answer the following questions in the space provided.

1. Who is eligible for membership?
2. Who are the 2021-2022 Hawaii State Officers?
3. When and where will the 2022 National Leadership Conference take place?
4. How many chapters are involved in the Hawaii Association of FCCLA; how can you contact them?
5. What is the FCCLA mission and motto?
6. What makes FCCLA different from other CTSO organizations? Name the other organizations.
7. Historically what were the former name/s of FCCLA, give the year/s it evolved.
8. When and where was FCCLA founded, include the year it was founded.
9. What does the acronym STAR in STAR Events stand for?
10. What is Teen Times and when was it established.
11. Who was the founder of FHA/FCCLA?
12. How have you incorporated FCS education into your life?

### **Complete the phrase.**

13. List the 8 Purposes of FCCLA.



## 2022-2023 HAWAII STATE FCCLA OFFICER CANDIDATE AGREEMENT

**Due  
Feb. 10**

Name \_\_\_\_\_ School \_\_\_\_\_  
 District \_\_\_\_\_ Date \_\_\_\_\_

### Election Process

Great care will be taken in the selection of State Officers. At all times during the election process, candidates will be evaluated on their attitude, appearance, honesty, integrity and knowledge of FCCLA and the Family and Consumer Science programs. The voting delegates will elect the officers at the joint CTSO Convention.

#### An officer must:

1. Be able to represent all members of FCCLA at any time and to a variety of groups.
2. Be neat, honest, intelligent and responsible, with a well-developed moral sense and the willingness to maintain the integrity of FCCLA and their office.
3. Have the fortitude to carry out all obligations, even when alone.
4. Exhibit professional behavior throughout the year. Leaders of FCCLA are courteous and respectful to everyone, they do not exhibit improper behavior and do not use profanity.
5. Maintain State responsibilities and put business before pleasure.
6. Keep upper most in mind that families, schools, communities, the State of Hawaii Department of Education, The Hawaii State FCCLA Association and The National FCCLA Association will be judged by an officer's behavior.
7. Set an example for others, to bring credit to the FCCLA organization, the chapter and advisor that you represent. All chapter 19 administrative rules will be in effect.
8. Be able to take an intelligent and willing part in all planned activities and committees. If a State Officer is absent from more than two (2) activities, the Executive Council Advisor may dismiss and replace that student.
9. Maintain a 3.0 grade point average or better. Academic integrity is paramount.
10. Be on time for all appointments. *Treat your position as a job.*

Behavior of State Officers is crucial to the success of Hawaii State FCCLA. Therefore, conduct which is unbecoming of a Hawaii FCCLA State Officer (as determined by a committee of the officers or the Executive Council Advisor) will not be tolerated.

Failure to comply with this Officer Candidate Agreement will result in the disqualification of a candidate or the dismissal of a State Officer by the State Advisor and/or a committee of State Officers and Chapter Advisors based on the Hawaii State FCCLA constitution.

### Advisors' Roles

- ◆ Each advisor of a State Officer will support their State Officer, complete all required forms necessary for the state Officer to participate in all state approved and planned activities.
- ◆ Each advisor of a State Officer will assist in the organization of all State Executive Council activities.
- ◆ Each advisor of a State Officer will ensure that their State Officer attends all activities.

If you are willing to abide by the above agreement and believe in the goals of FCCLA, please sign below.

Student Signature: \_\_\_\_\_ Chapter Advisor: \_\_\_\_\_  
 Parent/Guardian Signature: \_\_\_\_\_ Principal: \_\_\_\_\_