

# Webinar Will Begin Shortly



# District, State, and NOC Election Process

*2022-2023 Arkansas FCCLA Webinar Series: Session 2*



# Welcome!

Welcome back to the second of our FCCLA Webinars this school year! During this webinar we will be discussing the leadership offices that a student could run for or hold, how a student should run for an office position, the election process, review any upcoming changes, and answer any questions you may have about our District, State, and National Officer Candidate Election Process.

## *A bit of housekeeping first,*

This session should last 1 hour give or take.

Please use the chat for questions you may have.

These will either be addressed as I see them, or at the end during the Q&A Session.

Each of you will be muted, with the inability to unmute yourself during the presentation. You will have the ability to unmute once we begin the Q&A.

At the end of the question-and-answer portion of today's session, there will be a survey for you to fill out to receive your Professional Development.

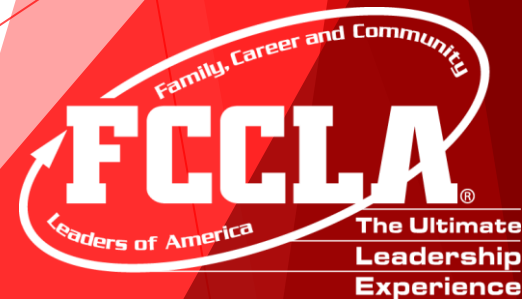
*One hour of professional development will be awarded to individuals who have registered and are present throughout this session. Viewing the recording of this webinar after the fact will not count towards PD credit.*



# Why Do We Need Officers?

Family Career and Community Leaders of America is a Student Led Career and Technical Organization (CTSO). This organization from the individual chapters, up to the National Organization Level is led by student officers.

These officers, along with the guidance of their advisers, help plan themes, service projects, recognition, events, and conferences and competitions throughout the year within their respective level of the organization.



# Why Should A Student Run For An Office?

Students that run for an office within an CTSO will be able to gain valuable life skills that can be used throughout their schooling, careers, and their lifetime.

Student will earn skills such as:

Leadership Abilities

Communication Skills

Teamwork

Networking

Time Management and more!



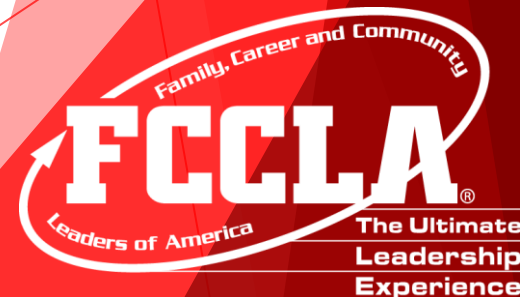
# What Does Running for an Office Entail for a Student?

A student running for an office should expect:

**Time Commitments:** They will need to attend all required meetings, events, and activities for the office position they are running. Officers are also required to maintain their GPA throughout their year of office.

**Financial Commitments:** There may be financial obligations that come with holding an office position, these could include travel costs, registration fees, purchasing Official Dress, and more. Be prepared to have this conversation with their parents and local chapter prior to running.

**Higher Standards:** As an officer, at any level, they will be held to a higher standard, and this should be always reflected. They should presenting themselves in a professional and appropriate manner at all times, including in person, on social media, and during any form of communication.



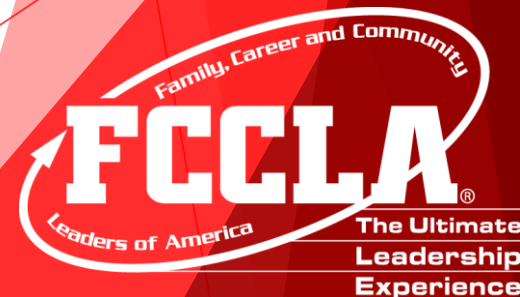
# What Does Running for an Office Entail for Their Adviser?

As an adviser with a student running for office, you should expect:

**Time Commitment:** There will be several days for events, planning, and competitions that you and your officer will be required to be out of school.

**Financial Commitments:** The chapter of the officer should make efforts to pay for the trips, official dress, and additional costs accrued by being an officer to a reasonable extent. This may require additional fundraising or administrative support.

**To Provide Support:** As the adviser, you will be expected to support this officer throughout their journey. This could look like advocating for funding, or trip approvals, safely traveling and attending those trips with your officer, and helping to support the District, State, and/or National levels of the organization with competitions and conferences as needed.



# What Offices Are There?

## National Officer Candidate

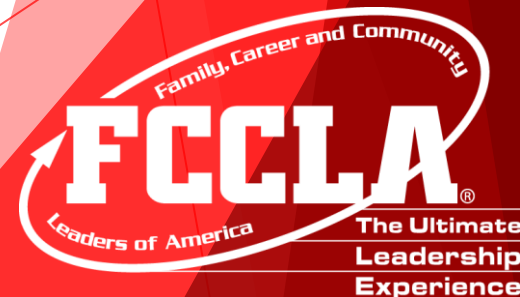
## State Officer

*(President, 1<sup>st</sup> Vice President, VP of Public Relations, VP of Community Service, VP of Membership, and VP of Parliamentary Law)*

## District President

## District Divisional Office

*(1<sup>st</sup> Vice President, VP of Public Relations, VP of Community Service, VP of Membership, and VP of Parliamentary Law)*



# National Officer Candidates

The duties of a National Officer Candidate include, but not limited to:

The National FCCLA duties to the office in which elected\*.

Serve on the State Executive Council and attending Executive Council meetings.

Assist in the presentation of the State Leadership Conference.

Each Chapter can present **ONE** candidate for the position of National Officer Candidate at the District Elections.

Each District may elect **ONE** National Officer Candidate to advance to the next level of the election process.

## Levels of the Election Process:

District Elections > State NOC Elections > National Election Process\*

\*There is no guarantee for a candidate to be elected to a National FCCLA Officer position.



# State Officer Candidates

## The duties of a State Officer Candidate include, but not limited to:

The Arkansas FCCLA duties to the office in which elected\*.

Develop the theme, service project, and activities to host throughout the school year.

Serve on the State Executive Council and attend and run all Executive Council meetings.

Set up, organize, and host the State Leadership Conference.

Attend all District and State Events throughout the School Year (divided among the six officers).

Complete and participate in various Leadership Courses and Opportunities.

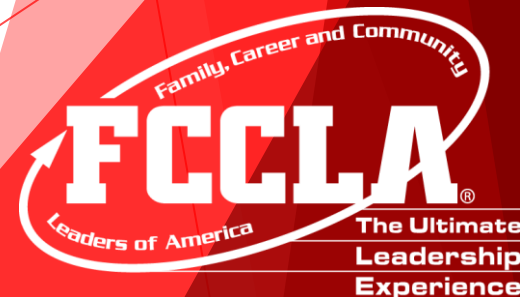
Each Chapter can present **ONE** candidate to the District for the position of State Officer Candidate

Each District may elect **TWO** State Officer Candidates to advance to the next level of the election process.

## Levels of the Election Process:

District Elections > State NOC Elections\*

\*There is no guarantee for a candidate to be elected to an Arkansas State FCCLA Officer position.



# District Presidents

## The duties of a District President include, but not limited to:

Develop the Theme, Service Project, and any District activities for the year in which they are serving.

Serve on the State Executive Council, as the main representative for their District, and attend all Executive Council meetings.

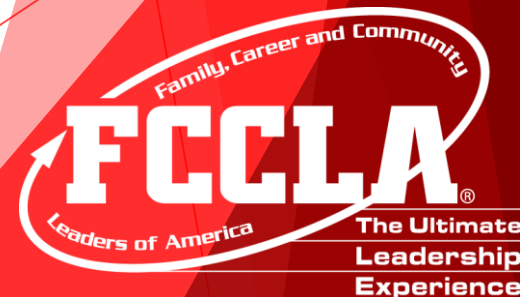
Assist in the set up, organization, and presentation of the State Leadership Conference.

Plan and host the District Leadership Meetings, and Leadership Trainings for their Districts.

Each chapter can present **ONE** candidate for District President during the District Elections.

## Stipulations:

A chapter can not have a District President two years in a row.



# District Divisional Offices

## The duties of a District Divisional Officer include, but not limited to:

The duties to which Divisional Office in which they are elected.

Serve as a support to the District President and represent the District in which they were elected.

Assist in the planning, organizing, and hosting of the District Leadership Meetings, and Leadership Trainings within their Districts.

Each chapter can present **ONE** candidate for a District Divisional Office during the District Elections per the Divisional Rotation Plan.

## Stipulations:

A candidate running as First Vice President must be prepared to move to the President's position should the President otherwise be unable to serve. The student elected to this position should not result in a chapter having District President two years in a row.

A student can not hold a divisional office two years in a row.



# Arkansas FCCLA Division Rotation Plan

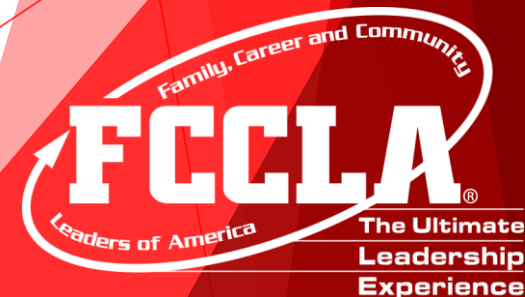
## Updated July 2021

<b>Elected in</b>	<b>First Vice President</b>	<b>Vice President of Public Relations</b>	<b>Vice President of Community Service</b>	<b>Vice President of Membership</b>	<b>Vice President of Parliamentary Law</b>
<b>21-22</b>	<b>Division 1</b>	<b>Division 2</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>
<b>22-23</b>	<b>Division 2</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>
<b>23-24</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>	<b>Division 2</b>
<b>24-25</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>	<b>Division 2</b>	<b>Division 3</b>
<b>25-26</b>	<b>Division 5</b>	<b>Division 1</b>	<b>Division 2</b>	<b>Division 3</b>	<b>Division 4</b>
<b>26-27</b>	<b>Division 1</b>	<b>Division 2</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>
<b>27-28</b>	<b>Division 2</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>
<b>28-29</b>	<b>Division 3</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>	<b>Division 2</b>
<b>29-30</b>	<b>Division 4</b>	<b>Division 5</b>	<b>Division 1</b>	<b>Division 2</b>	<b>Division 3</b>

# Running for an Office:

District Level	State Level	National Level
<p><b><u>Offices Elected:</u></b></p> <p>National Officer Candidate, State Officer Candidate, District President, District Divisional Office</p> <p><b><u>Paperwork Required:</u></b></p> <p><a href="#">Officer Application Form</a> <a href="#">Officer Qualification Form</a></p> <p><b><u>Election Location:</u></b></p> <p>District Planning and Election Meetings</p>	<p><b><u>Offices Elected:</u></b></p> <p>State Officers, National Officer Candidates</p> <p><b><u>Paperwork Required:</u></b></p> <p><a href="#">State Officer Candidate Application</a> <a href="#">Arkansas National Officer Candidate Application</a></p> <p><b><u>Election Location:</u></b></p> <p>State Officer Elections via Nominating Committee</p>	<p><b><u>Offices Elected:</u></b></p> <p>National Officers</p> <p><b><u>Paperwork Required:</u></b></p> <p>Official FCCLA National Officer Application</p> <p><b><u>Election Location:</u></b></p> <p>National Leadership Conference Application Virtual Test Nominating Committee, Fishbowl, Networking, Speeches</p>

You can find all the above-mentioned forms on the [Run for Office](#) webpage, or your [Districts](#) Page on our website.



# Running for District President or Divisional Office

## Step 1:

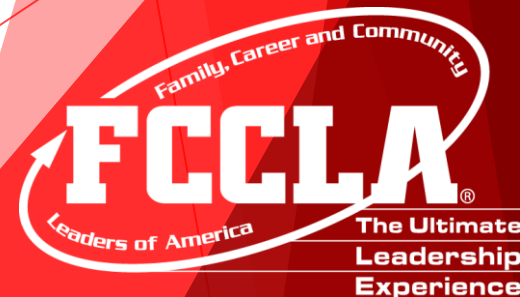
*Complete the Officer Qualifications Form and the Officer Application Form and submit these to the current District President's Adviser at least two weeks prior to the District Planning and Election meeting. Dates may vary based on Districts, please check our website calendar or your District Page to find the Application Deadlines, and Planning and Election Meeting Dates and Locations.*

## Step 2:

*Prepare an unassisted (no props, costumes, or PowerPoints) three-minute speech to present in front of the voting delegates during the Planning and Election meeting.*

## Step 3:

*Attend the District Planning and Election Meeting to present their speech and move through the election process. District President, State Officer, and National Officer Candidates will be asked a Factual and Situational Question following their speech.*



# Running for a State Officer Candidate Position

## Steps 1-3:

*Follow Steps 1-3 of running for District President/Divisional Office. Once elected as a State Officer Candidate you will need to complete:*

## Step 4:

*Compete the State Officer Candidate Application and submit it to the State Office two weeks before State Elections (March 3<sup>rd</sup>, 2023, Location TBD).*

## Step 5:

*Prepare a three-minute unassisted speech over the topic provided by the State Office prior to elections. Begin studying FCCLA trivia and history.*

## Step 6:

*Attend the State Elections, present speech, participate in a panel interview, and discover who has been elected to the **six** State Officer positions. The panel interview will consist of personality, factual, and situational questions and scenarios.*



# Running for a National Officer Candidate Position

## Step 1-6:

*Complete steps 1-6 only using the National Officer Candidate Application form. If elected as one of the **two** National Officer Candidates, you will begin the following steps:*

## Step 7:

*Complete the Official National FCCLA Officer Application. This application is very lengthy and includes letters of recommendation, essays, and more. The sooner you get started the better!*

## Step 8:

*Prepare for the National FCCLA Test and speech.*

## Step 9:

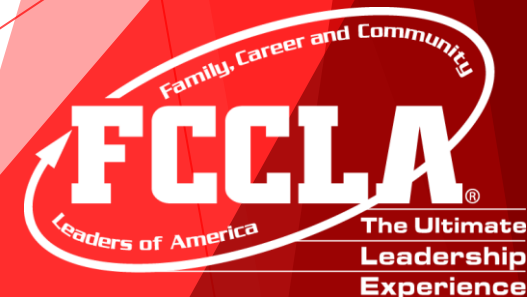
*Attend the National Leadership Conference and participate in the Nominating Committee interviews, Fishbowl, Networking Activity, Teambuilding, and present your speech. The **ten** National Officers will be announced during the conference.*



# District Election Process Dates and Locations

<b>Region/District 1:</b> Paperwork Deadline: September 26 <sup>th</sup> , 2022 Planning and Election Meeting: October 19 <sup>th</sup> , 2022	<b>Region/District 2:</b> Paperwork Deadline: October 18 <sup>th</sup> , 2022 Planning and Election Meeting: November 1 <sup>st</sup> , 2022	<b>Region/District 3:</b> Paperwork Deadline: October 12 <sup>th</sup> , 2022 Planning and Election Meeting: October 26 <sup>th</sup> , 2022
<b>Region/District 4:</b> Paperwork Deadline: September 21 <sup>st</sup> , 2022 Planning and Election Meeting: September 28 <sup>th</sup> , 2022	<b>Region/District 5:</b> Paperwork Deadline: October 5 <sup>th</sup> , 2022 Planning and Election Meeting: October 19 <sup>th</sup> , 2022	<b>Region/District 6:</b> Paperwork Deadline: September 14 <sup>th</sup> , 2022 Planning and Election Meeting: September 28 <sup>th</sup> , 2022

Dates subject to change - check the [Official Arkansas FCCLA Calendar](#) for the most current dates and locations!



# District Election Process

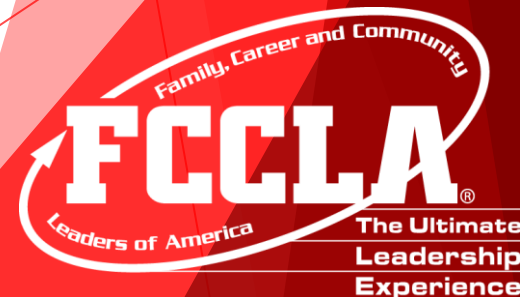
## Candidate Holding Area:

During the election process all election candidates must be held in a different location away from where the election is taking place.

All candidates and voting delegates must leave their phones and smart devices with their advisers and can not have them until the election process is complete. If they are found with a phone or smart device, they will be disqualified from potential offices or removed as a voting delegate.

While in the Holding Area, candidates should not be speaking with each other and should be quietly waiting their turn to run. Once they have finished with their portion of the election process, they will need to return to a separate holding area until all officer positions has been voted and filled.

Current District Officers Advisers should be serving as the Holding Room Attendants, and as a Timekeeper for speeches.



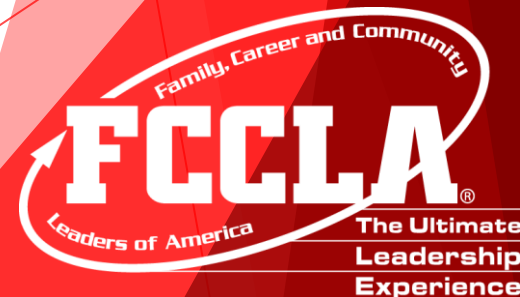
# District Election Process

## Conducting the Elections:

The Current District President will conduct the election process for the National Officer and State Officer Candidates and the District President position. Should the District President be running for one of these offices, a divisional officer should conduct the election in their place.

The election of Divisional Offices can be conducted by the District Officer currently serving in that position, or by the District President.

The offices of National Officer Candidate, State Officer Candidate, and District President will need to answer a Factual and Situational Question. These questions will be provided the day of by the State Office.



# District Election Process

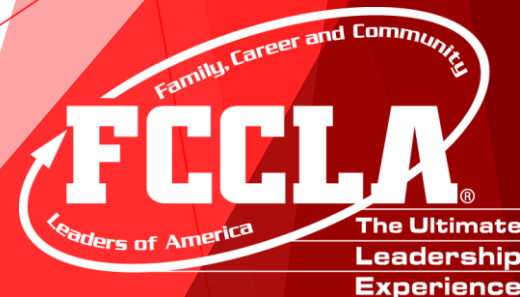
The Offices should be elected in the following order:

- National Officer Candidate
- State Officer Candidate
- District President
- Divisional Offices
  - 1<sup>st</sup> Vice President, Vice President of Public Relations, Vice President of Community Service, Vice President of Membership, and Vice President of Parliamentary Law.

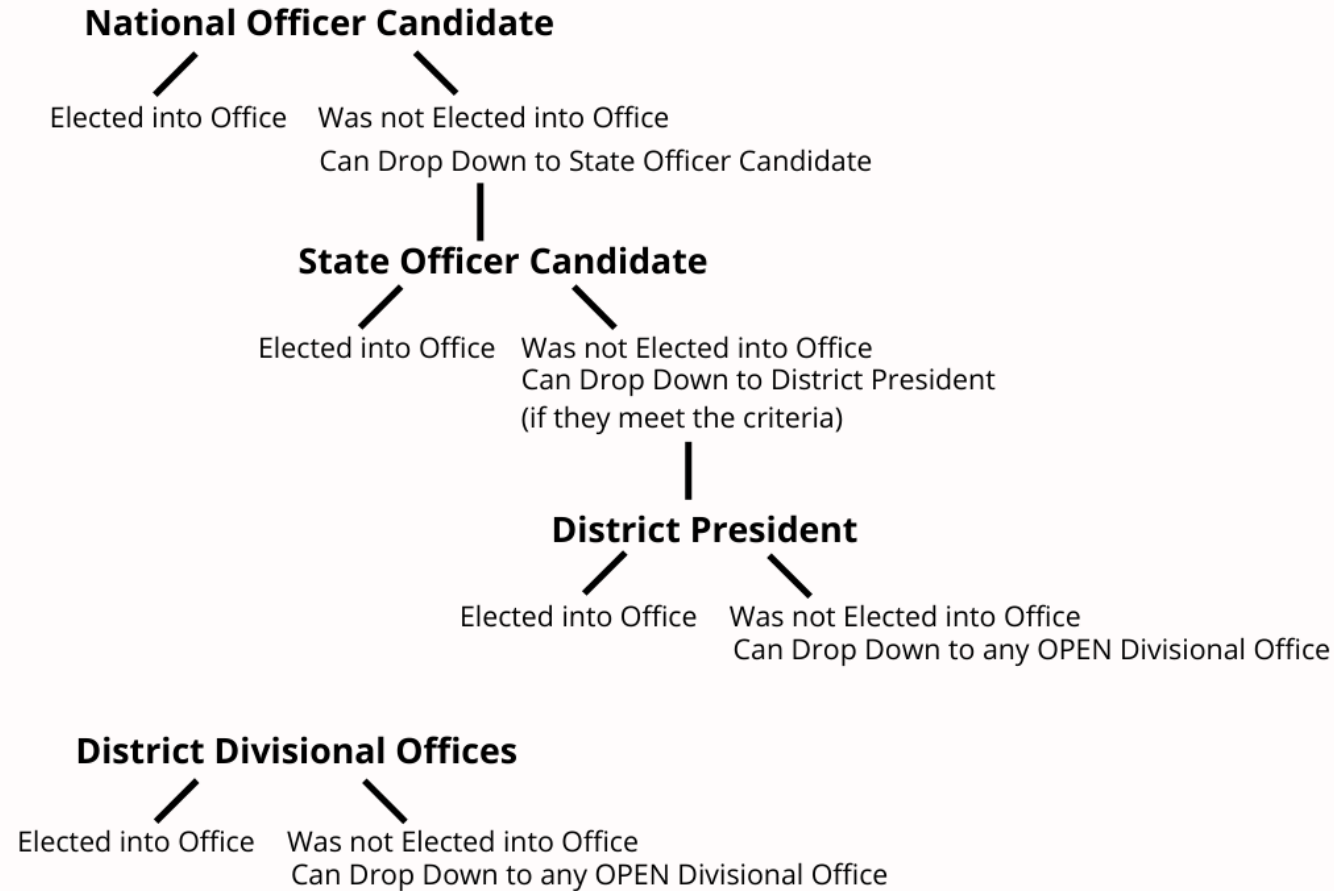
## Dropping Down:

Any candidate that is not elected to an office will have the opportunity to “Drop Down” into another office position should there be NO ONE running for that divisional office.

If there are multiple Drop-Down positions open, the offices will be elected in the same order as above.



# District Elections Drop Down Flow Chart



*Any remaining OPEN Divisional Offices will be saved to the last, and the candidates that dropped down into that category will all compete for that position.*

*Should there be more than one open Divisional Office, the offices will be saved to the end, and then voted on in the order of offices.*

# District Election Process

## Voting Process:

The District President's Adviser is responsible for supplying the voting delegates with Folders, Ballots, and a writing utensil. In the folders should be the Qualification form portion of each candidate's application.

After hearing all the speeches and answers to questions (if required) from the candidates in that category (NOC, State Officer, District President, Divisional Offices), the voting delegates will vote via secret ballot. The Vice President of Parliamentary Law and their adviser will help the District President's Adviser count the votes.

The winner of each section will be determined by a majority vote - one more than half the voting delegates.

At the end of each election, the ballots should be sorted, labeled, and submitted to the State Office at the conclusion of the Planning and Election meeting along with the paperwork for each candidate.



# District Election Process

## Breaking Ties:

If there is no clear winner in the office being voted, there will need to be a runoff. In this situation each candidate will be asked a question provided by the State Office no matter which office they are running for.

After they answer their factual or situational question, voting delegates will vote again by secret ballot.

This will continue until all officers have been elected by a clear majority vote.



# State Election Process Overview

Members elected into the position of State Officer Candidate and National Officer Candidate will go through additional election processes.

State Officer Candidates will be required to fill out the new State Officer Candidate Application, and the National Officer Candidates will be required to fill out the respective National Officer Candidate Application and submit them to the State Office no later than two weeks before the State Elections.

At the State Elections these above mentioned candidates will go before a Nominating Committee composed of representatives from each District. The Nominating Committee will then determine the members that are best fit for the six State Officer positions, and the two National Officer Candidate positions.

There will be additional meetings held discussing responsibilities, expectations, and State/National Election process more in depth with those who are elected to these positions.



# Updates from Last Year:

## New Applications:

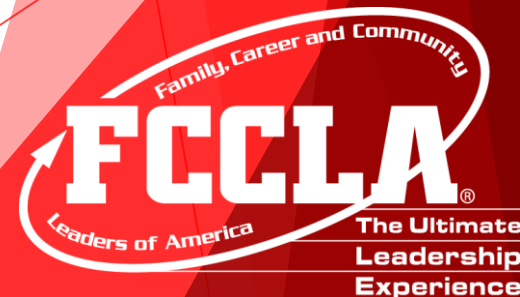
The addition of the State Office Candidate Application and the National Officer Candidate Application. These applications are more in-depth applications looking at involvement at each level of FCCLA, how long they have been a member, their accomplishments, and their goals.

These additional applications were added to provide the Nominating Committee with the means to gather a better sense of which candidate would be the best fit for each office position.

## Districts to Regions:

On September 7<sup>th</sup>, 2022, during the Executive Council Meeting the motion was made to change the word District to Region to better align with the National Officer Application and Application process. This motion passed.

Moving forward literature with the word District will be replaced with Region.



# Q & A Session

During this time, I will answer any questions that have not yet been answered in the Chat feature.

You can also use this time to ask any specific questions you may have about running an officer.

Feel free to unmute yourself to ask any questions, but please remain courteous of other teachers present that may be waiting to ask questions.



# Thank you!

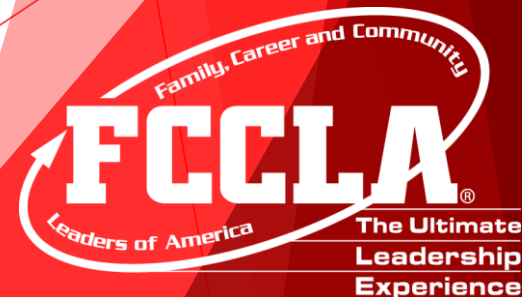
Thank you for attend the second session of our  
FCCLA Webinars for this year!

*Make sure you complete the survey to receive your 1 hour of Professional Development*

Don't miss our upcoming webinar:

## National Fall Conference & Competitions - October 3rd

In this webinar we will be discussing the National Fall Conference; What it is, How much it Costs, Justification of the trip, and the competitions available for members who are attending. We will be covering the Skills Demonstration events, and Knowledge Bowl.



# Contact Information

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**ARKANSAS**  
STATE ASSOCIATION