

New York FFA State Officer Application

Please circle position desired below.

Line Office Only -- Line Office/District President -- District President Only

Complete the following application to the best of your ability. Do not leave any answers blank. If a question is not applicable or the answer is none, be sure to write that in the provided space. Return this application with the required supplemental materials to the state FFA office by March 16, 2009.

Name: _____ Age: _____ Grade: _____

FFA Chapter: _____

Address: _____ State: NY Zip: _____

Phone: (____) _____ - _____ Email*: _____

*** State FFA Officer team communications happen largely through emails and online interactions. State FFA Officers should plan to devote a significant amount of time to communicating with the state office, officer teammates and FFA members online. ***

Do you have DSL or High-Speed Internet Access at home? Yes or No

**Your application will not be affected by this answer.*

Do you have dial-up internet access at home? Yes or No

**Your application will not be affected by this answer.*

Parent/Guardian Information:

Please list your parents' names and occupations. If you have more than one set of parents, please list them all but indicate which parents you live with by starring their names. If you live with someone other than a parent, please indicate their relationship to you.

Parent: _____

Parent: _____

Parent: _____

Parent: _____

Advisor Information:

FFA Advisor Name(s): _____

Phone (Please include extension): (____) _____ - _____ Extension: _____

Email: _____

Candidate Name: _____

Years in Agricultural Education: _____

Years in FFA: _____

Agricultural classes taken. Include year taken and course title.

If vague, please provide a brief explanation of the subject studied.

1 - _____

2 - _____

3 - _____

4 - _____

5 - _____

College Plans:

Career Goals:

FFA leadership positions held:

FFA degrees/awards earned:

Candidate Name: _____

FFA conferences/conventions attended:

_____	_____
_____	_____
_____	_____
_____	_____

Career Development Events:

List events and years participated. If relevant, include title of presentation and awards earned.

_____	_____
_____	_____
_____	_____
_____	_____

Supervised Agricultural Experience:

In the space provided, describe your SAE. How does your SAE relate to your career plans or your classroom education?

Additional FFA Achievements:

Use the space below to list other FFA accomplishments that make you a stronger candidate.

Return application with a resume, school transcript and signed copy of the officer contract to the State FFA Office (106 Kennedy Hall, Cornell University, Ithaca, NY 14853) postmarked no later than March 16, 2009.

New York Association of FFA

Contract between FFA State Officer Candidates And the New York Association of FFA QUALIFICATIONS AND PREREQUISITES

State FFA Officers are required to perform on a vigorous and continuous basis. It is necessary, therefore, that those who aspire to become officers are highly qualified, able and willing to perform. Please read and study the major qualifications and prerequisites very closely. When you are fully convinced that you will be able to carry out the responsibilities of an officer position, sign and return the State Officer Application. Include a copy of your resume, a copy of your transcript and signed consent forms from your agriculture teacher, your parents and your school administration. All of these items must be received by the State FFA Office with a postmark of no later than March 16. Please make one copy of all items for your records.

To be eligible for election to a State Office a candidate must:

1. Be an active member of the New York State FFA Association.
2. Have attained the Empire Degree by the convention in which they are pursuing an office (Line Officers).
3. Be in a position to devote the necessary time required to carry out the duties of the office.
 - a. See calendar of events for example of travel commitments.
 - b. Schedule a minimum of 1 chapter visit a month during the school year.
 - c. Write and submit monthly news articles about New York FFA.
 - d. Write & distribute monthly district newsletters by email (District Presidents).
 - e. Devote time to personal preparation for upcoming FFA events.
4. Be in good academic standing (75% or better) and able to maintain scholastic responsibilities while balancing state officer commitments..
5. Have access to a reliable and regular source of transportation for all state officer activities.
6. Be enrolled as:
 - a. A senior in a high school agricultural education program.
 - b. A graduate of a high school agricultural education program and involved in an SAE
 - c. A freshman in a recognized agriculture program at a post secondary institution.

A state officer is normally involved in FFA activities that require **90 days away** from home. (Line Officers travel slightly more and District Presidents less). While many of these days occur in the summer and on weekends, line officers can expect to travel for educational FFA purposes multiple schooldays a month. Chapter visits, National Convention, National Officer Tour, State Convention and occasional other FFA and agricultural events will result in school absences. In addition, correspondence and record keeping will require a number of days spent on FFA at home. The State Association will reimburse the travel expenses of FFA Officers to approved State Association activities (this does not include Chapter Banquets.)

If elected to a State FFA Office, I will:

1. Be totally dedicated to the total program of agricultural education and the FFA.
2. Be willing to fulfill the commitment of State Officer activities.
3. Be willing and able to travel to FFA activities specified in the state calendar.
4. Recognize that required state FFA activities will need to be a priority over sports and other events. Athletic coaches should be approached about necessary travel at the beginning of any sports season. State office is a full year, and not seasonal, commitment.
5. Be free from military commitments that would interfere with my year of office.
6. Become thoroughly knowledgeable of agriculture, agricultural education and the FFA.
7. Work untiringly through preparation and practice to develop myself into an effective public speaker and to project a desirable image of FFA at all times.
8. Regularly and promptly write letters, thank you notes, reports and other pieces of correspondence that are necessary and desirable.
9. Submit reimbursement forms monthly. Understand expenses reported more than three months after the expense is incurred are ineligible for reimbursement.
10. Act as a steward of FFA members' dues money when making fiscal decisions.
11. Act as a representative of New York FFA members' best interest when serving on committees, as a delegate or on the FFA governing board. This will manifest itself in thoughtful discussion, participation in committee report generation and respectful consideration of agendas, policies and the NY FFA constitution.
12. Work constantly to improve my ability to carry on meaningful and enjoyable conversations with individuals of all ages and walks of life.
13. Accept and seek out constructive criticism and evaluation of my total performance.
14. Keep myself up-to-date on current events.
15. Evaluate constantly my personality and attitudes and make every effort to improve myself.
16. Maintain and protect my health.
17. Serve as a member of the team and always maintain a cooperative attitude.
18. Be willing to take and follow instructions as directed by those responsible for me.
19. Contact the State Executive Secretary on a regular basis to communicate through obstacles or challenges that may inhibit my ability to perform state officer duties.
20. Follow the State Officer Code of Ethics:
 - a. To abstain from the use of all alcohol and tobacco products throughout my year of service – regardless of my age.
 - b. To treat all FFA members equally by not favoring one over another and by considering romance of any type as off-limits.
 - c. To behave in a manner that conveys and commands respect without an air of superiority.
 - d. To maintain dignity while being personable, concerned and interested in my fellow members.
 - e. To avoid places or activities that in any way would raise questions as to my moral character or conduct.

- f. To consider girl or boyfriends as secondary to officer responsibilities when performing FFA activities or functions.
- g. To use wholesome, tolerant and positive language in all speeches and informal conversations.
- h. To be well-groomed and maintain proper dress for all occasions.
- i. To avoid participation in and actively discourage any conversations which belittle or downgrade fellow FFA members, officers or teachers at all times.

Suspension May Occur When:

- 1. Officer fails to attend two officer meetings or two Governing Board Meetings.
- 2. Officer does not complete or show progress toward completion of chapter visit goals established at start of year.
- 3. Officer repeatedly fails to comply with distribution expectations for district newsletters.
- 4. Officer misses a required event without prior notice.
- 5. Officer does not attend National Convention without prior notice.
- 6. Officer fails to comply with any part of the Qualifications & Prerequisites, particularly the State Officer Code of Ethics.

Implementation of Suspension:

A combination of the following people can temporarily suspend a student officer with notification of the student’s advisor: NYS FFA Executive Secretary, State FFA Advisor, Chair or Vice Chair of the Board of Trustees. A formal review will be set up by the Board of Trustees Executive Committee within 30 days of notice of temporary suspension.

Procedure as follows:

- 1. Obtain Facts
- 2. Meet with Executive Secretary, State Advisor, Chair or Vice Chair of Board of Trustees.
- 3. Inform student’s advisor, parents & administrator.
- 4. Review by executive committee.

**If a student is permanently suspended, they will be asked to return their Association FFA jacket, state FFA polos and any other materials the State Association may have provided the student in order to allow the student to best represent FFA as an officer.

I have read, understand and agree to all of the above listed conditions and qualifications. I also understand that a state FFA officer can be disciplined or removed from office if he/she fails to abide by the above listed conditions.

Signed: _____ Date: _____
(Signature of Officer Candidate)

Signed: _____ Date: _____
(Signature of Parent/Guardian)

Candidate Name and School: _____

Certification by Candidate:

I have read, studied and understand the above points. I hereby agree to conduct myself at all times in a manner befitting an officer of the FFA; to perform the duties and responsibilities of my office to the best of my ability; and to work for the good of the State Association. I understand that the State Board of Trustees will remove me from office at any time if I do not completely adhere to these established standards for State Officers. I have read "A Guide for Prospective Officers" and understand my responsibilities. I have communicated to my parents the time commitment expected and discussed how state FFA office will be a priority during the year I am elected.

Signed: _____
(State Officer Applicant)

Certification by Parents:

If my son or daughter should become a State Officer, I understand my cooperation will be needed in carrying out the responsibilities of the office. I understand that my child will be absent from home and from school at times. I recognize that the State FFA Association works hard to assure the trainings, experiences and contacts my son or daughter will receive will be a significant incentive and reward for their year of service. I have spoken with my child about making state office a priority if they are elected.

I recognize that my child will frequently travel with New York FFA staff and will represent the student association. If my child is elected, I will provide staff with any necessary health information and a consent form so my child may receive medical treatment if I am unavailable to provide consent. I also recognize that my child may be interviewed or photographed in his/her responsibilities as an officer and provide consent for use of their name and photo by the NY FFA Association on their website or in written publications.

Signed: _____
(Parent or Guardian)

Certification by School Administration:

I am aware of the importance of my school's agricultural education instructor in helping a student carry out his or her duties as a State FFA Officer. The agriculture teacher is expected to provide leadership and occasional assistance throughout the year as needed.

I certify that in my opinion, the candidate is qualified for a State FFA Office with a 75% or higher grade point average in all courses and that the candidate, as well as our school's teacher of agriculture, will be permitted the necessary time and travel required in carrying out the duties and responsibilities of this office.

Signed: _____
(Superintendent)

Signed: _____
(Home School or High School Principal)

Candidate Name and School: _____

Certification by FFA Advisor/Agricultural Education Instructor:

To be completed by advisors of all applicants:

I read and understand the qualifications and requirements for a State FFA Officer and have made sure my candidate has done the same. I have spoken with my candidate to be sure that State FFA Office will be viewed as a priority during his/her year of service and that their family is aware of the time commitment of the State Officer experience. In my experience with the candidate, I have found him/her to be self-directed, poised, eager and appropriate. My administration is aware of the candidate's pursuit of a State Office and the travel that will be required if they are elected. I certify that the candidate is an FFA member in good standing and is qualified for the designated office. The candidate is enrolled in agricultural education courses and has achieved the necessary degrees according to our chapter records. Because of my experience with this student, I recommend them for consideration for a place on the State FFA Officer team.

Signed: _____
(FFA Advisor)

To be completed by advisors of District President candidates, only:

As an advisor, I understand that my responsibilities as a District President Advisor will be to:

1. Transport or coordinate transportation for my district officer to all meetings and functions designated by the State FFA Office.
2. Serve as a representative for communication and distribution of information to the advisors in my district, particularly regarding:
 - a. District level Career Development Event Materials
 - b. Degree and award judging and ranking by a state level panel
 - c. Membership Rosters
3. Set up and coordinate District CDEs and send results to the State FFA Office within 3 days of the event by fax and email to assure information is available for sub-state competitions.
4. Assist my district president in arranging district-specific activities that are a result of tradition and not state-level mandate. (Ex: Winter Weekend).
5. Help my district president with content suggestions for monthly newsletters as necessary.

Signed: _____
(FFA Advisor)