



Area XI Officer Application

Personal Information

First Name: _____ Last Name: _____

Gender: _____ Age: _____ Grade in School: _____

Email Address: _____ (please no school emails)

Contact Number: _____

FFA Chapter: _____

FFA Advisor: _____

(If multiple advisors, list one as main contact for election process)

FFA Advisor email: _____

Parent or Guardian Name: _____

Years of AFNR Completed: _____

FFA Membership #: _____

Jacket Information

Name as it should appear on FFA Jacket: _____

FFA Jacket Size: _____ (Please include either 100 or 103 as part of the size)

T-Shirt Size: _____

Leadership, Activities and Community Service

List the highest office held at the chapter level: _____

List the highest office held above the chapter level: _____

List the highest degree earned: _____

Are you applying for your Lone Star Degree? _____

List your top 3 FFA Activities (Not already listed and not community Service)

Year	Activity Name	Level	Remarks

List your top 3 Community Service Activities

Year	Activity Name	Hours	Remarks

Area XI FFA Association - Area Officer Contract

Role and Responsibility of an Area Officer

Area FFA Officers of the Area XI Association are required to perform on a vigorous and continuous basis.

Therefore, it is necessary that those who aspire to become officers are highly qualified, motivated, and able and willing to perform.

Please read and study the major qualifications and prerequisites very closely.

In order for present and future members of the Area Officer Team, as well as Area Advisors and members-at-large, to have an understanding of the Area Officers' role, the following major areas of responsibility are assumed by all elected Area Officers:

1. The Area Officer shall be a member of the board of student officers.
 - a. *It shall be the duty of such board to advise and make recommendations and business of the organization.*
2. The Area Officer should be a disseminator of specific agricultural education and FFA information to the membership.
3. The Area Officer should motivate, inspire, and encourage FFA members to participate in agricultural education and FFA programs.
4. The Area Officer shall maintain positive relationships with members, agribusiness organizations, educational organizations, the public and others interested in agricultural education.
5. The Area Officer shall project a positive image as a leader among American youth.

Duties of an Area Officer

As an Area FFA Officer, I will:

1. Be dedicated and committed to FFA and the total agriculture education program.
2. Be willing to commit the entire year to Area Officer activities.
3. Become knowledgeable of agriculture, agricultural education and the FFA.
4. Through preparation and practice, develop myself into an effective public speaker, and project a desirable image of the FFA at all times.
5. Regularly, and on time, write all letters, thank you notes, reports and other correspondence, which are necessary and desirable.
6. Accept and search out constructive criticism and evaluation of my total performance.
7. Be willing to take and follow instructions as directed by those responsible for me.
8. Follow the State Officer code of ethics (as adopted by the 1990-1991 State Officer Team):
 - a. To forgo all alcohol and tobacco while involved in official and unofficial FFA activities.
 - b. To treat all FFA members equally by not favoring one over another.
 - c. To conduct myself in a manner that commands respect without display of superiority.

- d. To maintain dignity while being personable, concerned and interested in my contacts with others.
 - e. To avoid places or activities which in anyway would raise questions as to my moral character or conduct.
 - f. To consider FFA offer activities and school as my primary responsibility.
 - g. To use wholesome language in all speeches and informal conversations.
 - h. To maintain proper dress and good grooming for all occasions.
 - i. Work in harmony with fellow FFA officers, and not knowingly engage in conversations detrimental to other FFA members, officers and adults.
 - j. To serve as a member of the Area Officer team, always maintaining a cooperative attitude.
 - k. To keep myself up to date on current events.
 - l. Maintain and protect my health
 - m. To be a professional and be on time.
9. Be required to attend the following meetings, or any other meetings that may be set by Area Leadership Development Coordinator. Officers will be required to attend all events, in person, if offered.
- a. State FFA Leadership Camp
 - b. Area FFA Leadership Camp
 - c. State FFA Convention
 - d. Area FFA Greenhand Conference
 - e. National FFA Convention
 - f. Area FFA Leadership Development Events
 - g. Area Elite Conference
 - h. Phase I, II, & III of the Area Officer Election Process
 - i. Area FFA Convention
 - j. All Area Executive Committee meetings
10. The Area Officers will be required to attend the National FFA Convention as needed to represent the Texas FFA Association as voting delegates.
11. Limit expenditures for the Area Leadership Camp to \$1.50 per camper. This does not include expenditures for banquet food, supplies, or special events. Area officers will absorb any additional expenditures.
12. Follow any and all rules and guidelines as set forth in the Area FFA Constitution.
13. Have all written correspondence outside their district with the Area schools (letter or email) approved by the Area Leadership Development Coordinator prior to sending it.
14. Area officers not meeting all set out criteria above or found in violation of any item in the officer contract will be removed from office by the executive committee and replaced with the next candidate from their district. The chapter must reimburse the Area FFA Association for any expenses incurred on behalf of the area officer being removed from office.

All Area Officer Advisors will:

1. Get recommendations from FFA officers. Present those recommendations in writing to the Area Advisory Committee and/or the Executive Committee for approval.
2. Limit the FFA officers to \$1.50 per camper expenditures for the Area Leadership Camp.
3. Assist FFA officers in preparing agenda and workshops at Area Leadership Camp.
4. Supervise FFA officers at all Area functions, including attending Area Leadership Camp and Area Convention. (One advisor per officer)

List of Mandatory Events & Dates

These events are required of all Area Officers to attend in order to hold office. The majority of the dates are provided prior or shortly after elections in order for the officers to properly plan and prioritize their calendars. Any dates not yet set on this list will be set and communicated to the Area Officers by July 1st with the expectation of their mandatory attendance. In only extenuating circumstances will exceptions be made and only by the approval of the Area Executive Board. Area officers shall not be excused from attending a mandatory event in order to attend another event or function not relating to their role as an Area Officers. **Failure to attend an event without prior approval may result in disciplinary action, including possible removal from office.**

1. State FFA Leadership Camp – May 27th – May 31st (Location TBD)
2. Area FFA Leadership Camp – June 15th – June 18th (Blinn Jr. College - Brenham)
3. State FFA Convention – July 11th – July 15th
4. Area FFA Greenhand Conference – September 17th
5. National FFA Convention – October 24th – October 30th
6. Area FFA Leadership Development Events ** TBD by the Executive Committee by July 1st**
-Typically the Saturday before Thanksgiving
7. Area Elite Conference ** TBD by the Executive Committee by July 1st**
-Typically a Friday in early January
8. All Phases of the Election Process ** TBD by the Executive Committee by July 1st**
-Typically several days one Saturday in May or April, & the two days of Area Convention
9. Area FFA Convention ** To be set by the Executive Committee by July 1st**
-Typically the Thursday or Friday of the second or third week in May
10. All Area Executive Committee meetings ** To be set as needed with a months' notice**

By completing the following signature page, you are accepting the terms of this document and agreeing to fulfill all duties required of you.

Signature Page

****Email in this page with your officer application and resume****

Advisor Certification

I, as the candidate's local FFA advisor have reviewed this application and certify that all information contained herein is completely accurate, free of any kind of misrepresentation. Furthermore, I understand the area officer job description and commitment pledge according the area constitution, and certify that this candidate possesses the knowledge and, skill and character to fulfill the duties of office with a high degree of excellence.

Advisor's Signature

Date

Parent/Guardian Certification

I, as the candidate's parent/legal guardian have reviewed this application and certify that all information contained herein is completely accurate and free of any kind of misrepresentation. I understand the duties of an area officer require family support. I have read and understand the job description of an area officer according to the area constitution. I completely understand the candidate's question for area office.

Parent/Guardian Signature

Date

Candidate Certification

I, as the candidate have reviewed this application and certify that all information contained herein is completely accurate, free of any kind of misrepresentation. Furthermore, I understand the area officer job description and commitment pledge according the area constitution, and certify that I, the candidate, possess the knowledge and skill and character to fulfill the duties of office with a high degree of excellence.

Candidate's Signature

Date