



2026-2027 National ACT Officer Application

Per the National ACT Constitution, anyone wishing to vie for a 2026-2027 National ACT officer position must submit a completed application packet to Emma Heiden, National ACT president, **no later than 9 p.m. CST on July 19, 2026**. A completed application packet includes a high-quality headshot, a completed applicant form (this document), an unofficial transcript and a candidate résumé.

Each candidate's headshot, application document and résumé will be posted on the National ACT website for chapter review. Unofficial transcripts will not be posted publicly and will be used solely for GPA verification purposes by the National ACT executive adviser.

You MUST be a national dues-paid member to run for national office.

Submit all application materials to: <https://forms.gle/kPS5GC3jkwto6Lda8>

Note: To download, please navigate to the "file" tab. Choose "make a copy" or "download" as a Microsoft Word document.

Name: Kelsey Miller

Phone: (235)-219-9827

E-mail: kelseylm05@icloud.com

Classification as of Fall 2026: Senior

ACT chapter: University of Missouri-Columbia

First desired position: Secretary/Treasurer

Second desired position (if any): Communications Coordinator

Please include a JPEG or PNG of your professional headshot with your application.

More on next page ...

Biography:

I am a senior at the University of Missouri-Columbia majoring in Agricultural Education with an emphasis in Communications and Leadership and a minor in Agribusiness Management. I grew up on a small livestock operation in Warren County, Missouri, where my passion for agriculture began through 4-H and FFA. Those experiences inspired me to pursue agricultural communications and leadership while advocating for the agriculture industry through storytelling.

Throughout college, I have served in numerous leadership roles, including Missouri FFA State Vice President, Public Relations Chair for Mizzou Block and Bridle, and student communications intern for the Missouri Agricultural Experiment Station at the University of Missouri. In these roles, I have gained experience creating digital media, producing educational videos, managing social media, coordinating projects, and communicating with diverse audiences. I am passionate about helping others grow as communicators and representing the values of professionalism, service, and collaboration within National ACT.

ACT activities (local, regional and organization-wide):

- Active member/President of the University of Missouri Agricultural Communicators of Tomorrow Chapter
- Attended National ACT Professional Development Conference
- Competed in National ACT Critique and Contest
- Attended chapter meetings and participated in chapter activities throughout the academic year
- Supported chapter recruitment and promotion of Agricultural Communicators of Tomorrow

Leadership and other experience related to the first desired position:

My leadership experiences have prepared me well for the responsibilities of Secretary/Treasurer. As the 2023-2024 Missouri FFA State Vice President, I represented thousands of FFA members while maintaining professional communication with students, advisors, industry partners, and stakeholders. I assisted in planning conferences, facilitating meetings, and managing schedules and organizational responsibilities as a member of the state officer team. Currently, I serve as a Communications Student Intern with the University of Missouri's Missouri Agricultural Experiment Station, where I coordinate multiple video production projects, organize project timelines and digital assets, communicate with faculty and researchers, and draft professional correspondence and project materials. As the Public Relations Chair for Mizzou Block & Bridle, I create promotional materials, communicate with members, and assist with planning and promoting club events. Additionally, as the owner of Turquoise K Photography, I manage business finances, scheduling, contracts, client

communication, and record keeping while maintaining a high level of professionalism. Through these leadership and professional experiences, I have developed strong organizational, communication, and time-management skills that have prepared me to accurately maintain records, correspond with members and external audiences, and effectively serve National ACT as Secretary/Treasurer.

Leadership and other experience related to the second desired position:

My academic, leadership, and professional experiences have centered around agricultural communications, preparing me well for the role of Communications Coordinator. As a Communications Student Employee with the University of Missouri's Missouri Agricultural Experiment Station, I produce educational videos, capture photography and video content, conduct interviews, write scripts, edit multimedia projects, and create digital content that shares agricultural research with a wide audience. As Public Relations Chair for Mizzou Block & Bridle, I develop promotional graphics, manage social media content, and help communicate club events and opportunities to members. In addition, I own and operate Turquoise K Photography, where I manage social media platforms, create marketing materials, photograph agricultural events, and develop visual content for clients. My experience also includes serving as Missouri FFA State Vice President, where I represented the organization through public speaking, media appearances, and professional communication with members, educators, and industry partners. These experiences have strengthened my skills in photography, videography, graphic design, storytelling, social media management, and strategic communication, equipping me to effectively promote National ACT, maintain its digital presence, and engage members across the country.

Description of ACT Officer Duties

If you have any questions about officer duties, please contact Emma Heiden at nact.president@gmail.com.

These are just a few of the main officer duties. For a more detailed list, please see the ACT Constitution.

Duties of Elected Officers (Excerpt from constitution):

A. President

- 1) To preside at all National ACT meetings,
- 2) To appoint and oversee such committees as he/she deems necessary,
- 3) To maintain contact with members and all advisers,
- 4) To maintain contact with professional organizations,
- 5) To coordinate the program for the two National ACT business meetings,
- 6) To organize elections,
- 7) To manage and maintain the National ACT constitution,
- 8) To assist the secretary/treasurer with fundraising efforts,
- 9) To prepare the president's file for the president-elect at the end of the term.

B. Vice president

- 1) To preside at all meetings in the absence of the president,
- 2) To oversee and coordinate the National ACT Critique and Contest,
- 3) To assist the secretary/treasurer in generating sponsorships for the Critique and Contest,
- 4) To prepare the vice president's file for the vice president-elect at the end of the term.

C. Secretary/treasurer

- 1) To record minutes at the two National ACT business meetings as well as the National ACT officer team meetings,
- 2) To work with the National ACT executive treasurer to compile National ACT membership rosters,
- 3) To secure sponsorships and develop fundraisers for National ACT,
- 4) To correspond with external audiences on behalf of National ACT,
- 5) To prepare the secretary/treasurer's file for the secretary/treasurer-elect at the end of the term.

D. Member relations coordinator

- 1) To work with the host chapter to plan the Professional Development Conference,
- 2) To actively seek out ways to more fully engage members and local chapters with National ACT opportunities and events,
- 3) To work with the president to enhance student and alumni relations,

- 4) To seek nominations for National ACT awards, including the Honored Professional Award, the Distinguished Alumnus Award, the Distinguished Member Award, the Honored Chapter Adviser Award, and the Chapter of the Year awards.
- 5) To maintain correspondence with members via email,
- 6) To work with the communications coordinator to post chapter content on the National ACT website, electronic newsletter or social media.
- 7) To prepare the member relations coordinator's file for the member relations coordinator-elect at the end of the term,

E. Communications coordinator

- 1) To maintain the National ACT website and keep it current with the latest opportunities for members,
- 2) To take photographs at all National ACT conferences and activities,
- 3) To actively post, based on the guidelines found in the organization's social media plan, to National ACT social media outlets,
- 4) To seek nominations for any digital media campaigns and contests presented to the membership,
- 5) To update and maintain National ACT's social media plan,
- 6) To write and submit press releases to the media,
- 7) To prepare the communication coordinator's file for the communication coordinator-elect at the end of the term.

Section 3

The term of office is from the point of election at the summer business meeting until a new officer team is elected at the next summer business meeting. An officer can serve only two terms. National officer team members must be dues-paying members. Additionally, officers must be enrolled in and in good standing academically at their universities or colleges during their term of office. An officer who is not enrolled during an entire academic year at their respective university/college or is not in good standing academically will forfeit the office. An officer may also be asked to step down if he or she fails to perform his or her officer duties or misrepresents himself or herself or the organization in an unprofessional manner. If an office is vacated, the remaining National ACT officer team members, in consultation with the National ACT executive adviser, will either seek out and appoint a replacement officer or absorb the extra duties without appointing a replacement.

Section 4

All officers are elected by the following procedures:

- A candidate must complete and submit a national officer application to the National ACT president by 9 p.m. local time the night before officer elections are held at the summer business meeting.
- A candidate may only indicate two desired office positions on the application.
- Copies of the completed national officer applications will be distributed to

chapters prior to the election process.

- “Slide downs” are allowed only once per candidate, and the office is selected by the candidate.
- In the event there are no “slide downs” and no national officer applications for an open position, nominations will be taken from the floor during elections. Self-nominations are accepted.
- Candidates from the floor cannot “slide down.”
- If an office has no candidates and no one has submitted a national officer application for that office, a person who has previously “slid down” and was unsuccessful may run for the open office.
- Only two candidates per university may be elected to National ACT office.
- If no more than a total of five candidates run for the five offices and three or more candidates are from the same university, nominations from the floor during elections will be accepted.
- If no more than a total of five candidates run for the five offices and three or more candidates are from the same university and no nominations from the floor are received, three candidates from the same university may be elected.

Section 5

Candidate presentations will be conducted during the election process in this format:

- Each candidate may give up to a one-minute timed speech.
- Each candidate who “slides down” will be allowed a 30-second speech to state his/her qualifications for the office he/she slid to.
- The National ACT officer team reviews and selects the questions to ask the officer candidates. All candidates running for that office will be asked the same question.
- No campaign material or solicitation other than the application and timed speech is allowed.

Section 6

National ACT officers are elected with a plurality of delegate votes. Ties will be broken in a run-off election. In the event there is a tie with two candidates in the pool, the current National ACT officer team will cast the deciding vote.

For the complete constitution, visit: <https://nactnow.org/governing-documents/>