

Chapter Officer Team

Chapter Officer Candidate Requirements:

- Candidates must currently be in 9th - 11th grade
- All officers must attend Alumni Leadership Camp during the summer
- Candidates must be actively involved in Webbers Falls for at least 1 year
- Candidates must be academically eligible in school.

Chapter Officer Duties

President -

- Presides over meetings
- Represents chapter in public relations and official functions
- Organizes completion of national chapter award
- Appoints committees and serves on them as a ex-officio member

Vice President -

- Assumes all duties of the President if necessary Coordinates all committee work
- Maintains the chapter POA, webpage, and calendar

Secretary -

- Prepares and posts the agenda for each meeting
- Is responsible for chapter correspondence
- Takes attendance at all meetings and activities
- Keeps the activity points chart up to date
- Helps the advisor with the annual membership roster

Treasurer -

- Assist the advisor with the FFA account
- Helps run the check-in table at events
- Assist the advisor with chapter fundraisers

Reporter -

- Releases news info to local and regional news media
- Publishes a chapter newsletter each month
- Maintains social media accounts
- Serves as chapter photographer

Sentinel -

- Assists the president in maintaining order
- In charge set up of meetings/events as well as clean up
- Welcomes guests and visitors

Chapter Officer Election Process:

- Members who are interested in running for a Chapter Office needs to submit an Officer Application to the Chapter Advisor by the April 15th
- NO campaigning of any type by any officer candidate
- The election of the Chapter Officers will be ranked based on the following:
 - 35% Interview
 - 35% Popular Vote
 - 15% Application
 - 15% FFA Knowledge test
- Candidates will be interviewed by a panel no later than April 30th. The panel will consist of but not limited to a School staff member, Community Member, and an FFA Advisor from a surrounding chapter. The panel will have a copy of each officer application.
- The popular vote will be held during class and will be on the same day as the officer interviews.
- The Officer Application will consist of Chapter Officer information page, Resume, Teacher Recommendation, Transcript, and a signed Officer Contract.
- Candidates will take a general FFA knowledge test. The test will consist of the basic information you should know about the FFA chapter. Candidates will take the test before they do their interview. There will be a study guide given out when you turn in your officer application.
- The following chapter officers will be elected each year and announced at the chapters annual banquet. President, Vice President, Secretary, Reporter, Treasurer, and Sentinel.

Final results will be submitted to the school administration for approval. Serving as a chapter officer is a privilege and not a right. Students elected as an officer will be a positive influence for the chapter and will follow the requirements stated in the officer contract or could face removal. The removal process will be stated on the signed officer contract each student turns in with their application.