

STATE PEER OFFICER TEAM (SPOT) APPLICATION



- Applicants must be currently affiliated FCCLA members, which means they should have taken at least one Family & Consumer Sciences course.
- Only one applicant per chapter will be selected to serve on each team, however, more than one applicant from a chapter may be selected as a finalist at State Leadership Conference (SLC).
- Applicants must currently be in grades 9-11 to apply and have at least one year of active membership in FCCLA.
- Applicants may only apply for one team per year. An applicant for any team shall not be a present or former member of any State Peer Officer Team (SPOT).
- Applicants should plan to attend the Peer Education Conference (February 27, 2023 in Kearney) and the State Leadership Conference (April 2-4, 2023 in Lincoln).
- Applicants for ALL teams will be evaluated on the following criteria:

Application	Due to the State Adviser by December 15	20 points
<i>The following events all take place during the State Leadership Conference.</i>		
Written Test	Members will have to demonstrate knowledge from the SPOT study guide as well as general FCCLA knowledge. A study guide will be available to finalists.	20 points
Presentation	A 2-3 minute presentation on a selected topic. Some type of visual aid and/or prop is required.	30 points
Personal Interview	This will be conducted by the same panel who evaluates the presentation.	30 points

- Applicants selected as State Peer Officers are required to attend the following events (for their entirety):
 - Summer Leadership Workshop + SPOT Training – June 12-13, 2023 in Kearney
 - *chapter advisers are strongly encouraged to attend this meeting*
 - Fall Leadership Workshop – September 17-18, 2023 in Kearney (1 school day)
 - Peer Education Conference – February 25-26, 2024 in Kearney (1 school day)
 - State Leadership Conference – April 7-9, 2024 in Lincoln (2 school days)
 - At least 1 to 2 Zoom Meetings as scheduled
- Applicants selected as State Peer Officers are strongly encouraged to attend the following meeting:
 - National Leadership Conference – July 2-6, 2023 in Denver, CO
- Team members will be required to make presentations at one or more District Leadership Conferences.
- Based on stated priority of each applicant and total cumulative points from the established selection procedures, the following four officer positions will be selected: Chairperson, Vice Chairperson, Secretary, and Public Relations.
- One person from each team will also be selected to serve on the overall SPOT Council. Based on stated priority and cumulative points from the established selection procedures the following positions will be selected: Coordinator, Vice Coordinator and Secretary.
- Refer to the Nebraska FCCLA Operational Policies document found on the [Member Resources page](#) of the Nebraska FCCLA website for more specific information on SPOT policies and responsibilities for team members.
- Two Personal Profile forms are to be completed and returned with the application. One must be completed by the applicant’s chapter adviser and the other by an adult school staff member familiar with the applicant’s qualifications. If the applicant’s chapter adviser is also their parent, select another adult school representative to complete the Personal Profile. These must be submitted with the application and may be directed to the chapter adviser.
- Save a copy of this form to your computer in order to complete it. If you do not save a copy to your computer, your information will not be saved as you type.
- Complete this form, get the necessary signatures, include the Personal Profiles, and submit electronically to the State Adviser. No additional pages beyond the number of pages in the original application may be submitted.

Please initial that you have read and understand the information presented above.

_____ **Applicant Initials**

_____ **Chapter Adviser Initials**

All materials should be submitted electronically to:
 Nebraska FCCLA State Adviser
stateadviser@nebraskafccla.org

STATE PEER OFFICER TEAM APPLICATION

Due December 15 to the State Adviser

Check appropriate team: Family Leader Career Leader Community Leader

Name				Current Grade in School	
Address				Phone	
City	Zip Code		Email		
Chapter				Chapter Address	
City	Zip Code		School Phone		
Adviser				Adviser Email	
Grade level students could first join FCCLA at my school				Grade level(s) in which I have been/am an FCCLA member	

I am planning to compete in District STAR Events. Yes No

If "yes," the name of my event is: _____

Please indicate which office position you would like from 1 (highest preference) to 4 (lowest preference). This ranking is used to determine officer positions in the selection process.

Chairperson Vice Chairperson Secretary Public Relations

Please answer the following questions in paragraph form using complete sentences. Responses should be at least 75-100 words long.

1. Why do you believe you would be an asset to this team?

2. What does Peer Education mean to you?

List your involvement in the following and include year(s) of participation. These responses should be in list format.

3. FCCLA attendance at conferences and events and indicate any special responsibilities assumed, when appropriate. Some responses may be blank.

District Level

State Level

National Level

4. Experiences you have had with FCCLA, Family & Consumer Sciences Education, your school, and your community that have helped to prepare you for this position.

Family & Consumer Sciences Courses and grade level when taken:

Chapter/District Leadership Positions:

National Programs:

Competitive Events:

5. Experiences you have had in your school and community that have helped to prepare you for this position.

Other School Activities:

Community Leadership Activities:

SIGNATURE PAGE

My guardians and I understand the obligations of this position, the requirements to attend all meetings asked of me, and the responsibility for all personal expenses beyond those paid by the state association. Nebraska FCCLA will not be held responsible in the event of an accident. I understand the responsibilities and requirements of this office and, if elected, I will serve to the best of my ability. I understand that if selected to a team, I will assume the cost of purchase for the required team uniform.

Applicant Signature

Date

Parent/Guardian Signature

Date

We understand the commitments inherent in this office and pledge our support and assistance if the applicant is selected. Obligations include attendance at all team meetings, some that will occur during the summer and some during the school year. By signing below, the adviser pledges to provide guidance and direction to the applicant during the term of office and understands that the local chapter must remain in good standing with the state and national FCCLA associations, or the applicant may be removed from the position.

Our school realizes that should this student from our school be selected to serve on the State Peer Officer Team, he/she will be required to miss approximately 5-8 days of school for workshops and presentations. This applicant for the Nebraska FCCLA State Peer Officer Team has the full support of our school. **It is understood that the local adviser, or another adult who has the approval of the school district, will accompany the student member to all team related events.**

School Administrator Signature

Title

Date

Chapter Adviser Signature

Date

STATE PEER OFFICER CODE OF CONDUCT

1. Appropriate dress of businesslike attire will be expected. Official dress or uniform will be worn at all state-approved activities, meetings, or conferences.
2. There shall be no defacing of property. Any damages to any property or furnishing in hotel rooms, meeting rooms, or conference locations must be paid by the individual responsible and may subject the individual to criminal prosecution.
3. State Peer Officers shall keep their Team Advisers and/or Lead Adviser informed of their official activities and whereabouts at all times.
4. State Peer Officers shall be prompt and prepared for all official activities.
5. State Peer Officers must be in their sleeping rooms and quiet at curfew. Curfew will be established by the SPOT Advisers.
6. No alcoholic beverages or narcotics in any form shall be possessed at any time, under any circumstances, while representing the local school and Career & Technical Student Organization. Possession of such substances may subject the individual to criminal prosecution.
7. No use of tobacco products (including e-cigarettes and/or vaping) in public will be permitted while a delegate is representing his/her local school and Career & Technical Student Organization.
8. State Peer Officers are required to attend all assigned activities such as workshops, competitive events, committee meetings, delegate assemblies, SPOT meetings, etc. If a State Peer Officer cannot fulfill an assignment, the Team Advisers must be notified immediately.
9. Identification badges will be worn at all times while serving in official capacity as a State Peer Officer.
10. Male and female officers may not be in the same sleeping room unless the door is open or an adviser/sponsor is present in the room.
11. Conduct not conducive to an educational conference will not be allowed. Such conduct includes actions disrupting a businesslike atmosphere, association with non-conference individuals or activities which endanger self/others.
12. Education always takes precedence. State Peer Officers must plan accordingly so that conflicts and issues do not occur.
13. A CTSO Medical Release/Code of Conduct form must be completed and returned to the team advisers.
14. State Peer Officers must demonstrate appropriate social media use on all platforms.
15. The State Peer Officers shall be responsible to the SPOT Advisers while serving in the capacity of a SPOT member.
16. Officers violating the conduct code will be dealt with by the Team Advisers in cooperation with the SPOT Lead Adviser, State Adviser, local adviser and local school administration and the policy making body for the Career & Technical Student Organization. The officers may be sent home at their own expense and/or removed from office.

We have read and fully understand the Nebraska FCCLA State Peer Officer Code of Conduct and agree to comply with these conduct guidelines. Furthermore, I am aware of the consequences that will result from violation of any of the above guidelines.

Applicant Signature

Date

Parent/Guardian Signature

Date

Chapter Adviser Signature

Date

NEBRASKA FCCLA SPOT APPLICANT PERSONAL PROFILE

Applicant Name:	Mark X in the appropriate column below				
	5 (superior)	4 (excellent)	3 (good)	2 (fair)	1 (poor)
<u>CHARACTER</u>					
1. Acceptable personal appearance (well-groomed)					
2. Shows interest in position					
3. Acceptable personal behavior					
4. Personal traits: honesty, trustworthiness, effort, sense of humor, enthusiasm, attitude, ability to accept criticism					
<u>SCHOLARSHIP</u>					
1. Classwork (Family & Consumer Sciences and others)					
2. Ability to carry out instructions					
3. Effort, in terms of ability					
<u>LEADERSHIP</u>					
1. Ability to express self; clearly explain facts & ideas to others					
2. Punctuality, including meeting deadlines					
3. Organization ability (possesses skills to serve as state leader)					
4. Assumes responsibility					
5. Works well with others, is a team player					
6. Ability to use time well					
<u>SERVICE</u>					
1. Chapter: knowledge of organization, participation, interest					
2. Home: family members & student are willing to cooperate in working out needed transportation, use of time, money, & home responsibilities					
3. School: participates in worthwhile activities in proportion to the whole school program, home obligations, & personal time					
4. Community (other youth organizations)					

Overall, do you truly feel that this student is ready to assume the responsibilities and obligations of being a member of a Nebraska FCCLA State Peer Officer Team?

_____ Yes _____ No

Signed Name

Printed Name

Position or Title

Date