

Election Criteria

In order to ensure that the quality of our state officer team remains high, recent changes to the bylaws now require candidates to obtain at least a specified minimum “score” in at least *two of the three* officer selection processes in order to be elected to office. A candidate who does not measure up to this standard will not be permitted to take office, even if he or she is the only candidate from their area.

The minimum criterion for each portion of the election procedure follows. Remember, candidates must meet the minimum criterion in at least two of the three areas to be elected to office.

Written Test. Twenty fill in the blank and short-answer questions covering basic knowledge of the FCCLA organization, its programs and purposes. *Must score at least 70%.*

Interview. There will be a ten-minute interview (panel of three adult judges), focusing on leadership qualifications and FCCLA experience. *Must receive an average score of 70% or higher.*

Delegate Vote. Delegates place their votes based on candidates’ two-minute speeches and ability to answer two fact and one situation question. Delegates may vote for one or two candidates for National Officer Candidate and one or two candidates to represent their area on the state team depending on how qualified they feel the candidates are. *Must receive at least 51% of the delegate vote.*

Most candidates for office are well prepared. They impress our judges and the state delegation. It is our hope that all candidates will prepare for office in such a way as to demonstrate that FCCLA members truly are committed, focused and well-prepared youth who are competently leading the way toward new horizons!

The following study guide should help candidates prepare for the written test and impromptu questioning portions of the selection procedure.

FCCLA Study Guide

Prepared for students running for state officer or national officer candidate positions.

The written test and impromptu questioning portions of Utah FCCLA's officer selection procedures are designed to reveal the candidates' general knowledge of and involvement in the FCCLA organization. Members who actively participate in the organization should be able to answer most questions with relative ease. Reviewing the following information in the FCCLA Chapter Handbook (available on CD-ROM) will ensure candidates are prepared to answer any question they may encounter on the test or in the impromptu questioning.

This document is meant to be a helpful guide. Questions are not limited to the exact information on the guide, but should be used to help candidates generally prepare for the interview and the written test.

*Questions followed by * are those with more general (less specific) answers. Knowing the answers to these questions will aid candidates in answering interview questions and impromptu situation questions. These questions will not be part of the written test or the impromptu fact questions.*

Candidates will find the answers to the following questions in the *Introduction* section of the FCCLA Chapter Handbook.

- Candidates should know *EVERYTHING* on the **FCCLA Information Sheet**. Candidates can access this sheet on the FCCLA Chapter Handbook CD by clicking on the *FCCLA Information Sheet* link through the *FCCLA Basics* section of the FCCLA Handbook *Introduction*.
- What are the **advantages** of FCCLA membership? *
- Why FCCLA? (see handout, p. 2 of Introduction) *

Candidates will find the answers to the following questions in the *FCCLA Programs and Projects* section of the FCCLA Chapter Handbook.

- What are the steps of the **FCCLA Planning Process**?
- What is the **order** of the steps of the FCCLA Planning Process?
- Which step of the FCCLA Planning Process does each **symbol** represent? Can you recreate the symbols?
- Candidates should know the name and be able to provide a general description of each of the **National Programs**. Candidates should know what program **acronyms** stand for (i.e. FACTS = Families Acting for Community Traffic Safety) and recognize program **logos**. Candidates should also know the programs' **specific units or topics of focus**, if any (i.e. Families First Units include: Families Today, You-Me-Us, Meet the Challenge, Balancing Family and Career, and Parent Practice). The *National FCCLA Programs List* can be found on page 47 of the *FCCLA Programs and Projects* section of the FCCLA Chapter Handbook CD.

Candidates will find the answers to the following questions in the *Student Leadership* Section of the FCCLA Chapter Handbook.

- What are the **general responsibilities of FCCLA leaders?** *
- How do you rate as a chapter leader? *
- How does one move up the FCCLA Leadership Ladder? *
- What does it take to be a National Officer? *

Candidates will find the answers to the following questions in the *Membership* section of the FCCLA Chapter Handbook.

- What are the **three R's of Membership Development?**
- How have you employed the three R's of Membership Development and how could you continue to do so as you advance in FCCLA leadership? *
- What are the **top five ways to keep members?** *

Candidates will find answers to the following questions in the *Traditions* section of the FCCLA Chapter Handbook.

- What does the acronym **FCCLA** stand for?
- What is **mission** of FCCLA?
- Can you name all **eight FCCLA Purposes?**
- Can you recite the FCCLA **creed?**
- Describe the FCCLA **emblem.**
- What are the FCCLA **colors** and what do they represent?
- What is the FCCLA **flower** and what does it represent?
- Where is FCCLA **National Headquarters** located (city and state)?
- When was the FCCLA organization founded? (The answer, found in the *History* portion of the *Traditions* section is **June 11, 1945.**)
- When was the organization's name changed from FHA/HERO to FCCLA? (The answer, found in the *History* portion of the *Traditions* section is **July 1999.**)

Candidates should also know the answer (provided) to the following question:

- Who is Utah's FCCLA State Adviser? (Arlou Vance)

Additional Information and Recommendations

Candidates should be aware that the interview judges will see the application they submit to run for office and should take care to complete the application professionally (preferably typewritten).

Candidates receive the topic for their two-minute speech in early March. It is recommended (though not required) that candidates memorize their speech. Please note that no props or costumes are permitted in conjunction with the two-minute speech.

It is recommended that candidates hold mock interviews and impromptu questioning with their adviser and/or friends and family to prepare for these elements of the officer selection procedures.

Candidates (and all delegates) are required to dress professionally for State Meeting.