

STATE OFFICERS

Each year the Oregon FFA Association selects six student members to represent the association as a State Officer Team. Throughout this year, these officers wear a variety of hats.

Roles & Responsibilities Agreement

The primary responsibility of a state officer is to serve. When you become a state officer, you agree to dedicate one year of your life to service with the association. Your year of service as a state officer is one of profound growth—you will change in ways you never imagined. This may be the greatest personal benefit of serving as a state officer, along with knowing that you alone make a positive difference in the lives of thousands of FFA members, advisors, partners, state leaders and others.

If elected to serve the organization as a state officer, a great deal will be expected of you. Many people—including state and state FFA staff and, most of all FFA members—will require your time and talents. There will be little time left to call your own. Midnight bedtimes and early mornings become a part of your everyday life. It will be a challenging year full of joys and discomforts—with the joys far outweighing the discomforts. Decide now if you are up for this challenge. If you would rather live the life of a college student—follow your own schedule, see your friends and watch television—state office is not going to be a good fit for you.

Being elected to state FFA office is making a commitment to service that is unique to most student organizations. In addition to serving and representing more than half a million FFA members, you will represent the image and direction of the organization to teachers, state staff, teacher educators, agriculture executives, government leaders, the media and the general public. You will also be a teammate to five other officers and a co-worker to more than 100 state FFA staff.

There are eight key roles state officers play. Those who commit their time, energies and passions toward learning, living and modeling these eight keys of success will not only successfully complete their term of service, they will move toward excellence professionally. The following is a summary of each of the eight keys, along with already-established procedures that will help you achieve success.

BE THE BRAND

State FFA officers are committed to representing and upholding the FFA brand. This includes communicating the FFA brand, vision and strategic plan to others as well as communicating key organizational messages (agricultural education, supervised agricultural experiences (SAEs), FFA, youth issues and agriculture). This requires the officer to be in his or her role 24 hours a day, seven days a week for 365 days. As part of the FFA brand, there will be general rules of behavior to follow, including projecting a professional image, using proper etiquette, interacting positively with the media and promoting diversity.

1. Be dedicated and committed to FFA and the total program of education in agriculture/agribusiness.
2. Forego all alcohol, tobacco and illegal substances at all times during your year of service to FFA.
3. Avoid places or activities that in any way would raise questions as to one's moral character or conduct.
4. Maintain girl/boy friend relationships secondary to official duties.

5. Use wholesome and appropriate language in all speeches and informal conversations.
6. Maintain proper dress and good grooming for all occasions.
7. Be willing to take and follow instructions as directed by those responsible for State FFA Officers and state and state FFA programs.

BALANCING ACT

A State FFA Officer must also include personal health, wellness and stress management as a key to success. A state officer committed to this will position themselves to fully serve FFA members. Included in this key commitment are flexibility/adaptability; personal reflection and growth; maintaining relationships with family and friends; keeping a realistic view of self; and preparing to transition back after your year of service.

1. Maintain and protect your health.
2. Regularly, and on time, write all letters, thank-you notes, emails and other correspondence, which are necessary and desirable.

STEP UP TO THE BLACKBOARD

Training and experiences in this key will help officers gain confidence in their abilities and take measured risks. To achieve this, a state officer must be committed to trying new things, approaching failure as a learning experience, building team trust and resolving conflict.

1. Accept and search out constructive criticism and evaluation of your total performance.
2. Through preparation and practice, develop yourself into an effective public speaker and project a desirable image of FFA at all times.

THIS IS IT

The training and experiences in this area center around life- and time-management. An officer should excel in these areas, so that he or she will be better able to give his or her full concentration and focus to the present. This includes:

- Logistics Management (use of computer and technology, appropriate management of travel, appropriate use of FFA trucks, completing vouchers properly and submitting on time and excellent communication with teammates and state staff).
 - Meeting Management (creating and following agendas, consensus building, bringing people back to task and keeping focus).
 - Life Management (prioritizing, meeting deadlines and timeliness).
 - Financial Management (maintaining your personal finances, understanding and following program budgets).
 - Focus (listening and bridging — connecting conversation topics to FFA key messages/programs).
 - Team (understanding roles on team, following the team code of ethics, following the team mission and following the team vision).
1. Be willing to commit the entire year to state officer activities.
 2. Be willing and able to travel and serve the State FFA Association.
 3. Consider FFA officer activities to be your primary responsibility.

PAY IT FORWARD

Service is an important component to an officer's year. The training and experiences in this key will help make service more realistic to you, and will help you approach the year of service with a plan. This includes: focusing on the future value of your current work (board work, business and industry tour, tours and camps, etc.); building strategic relationships/partnerships; treating everyone with respect; teaching workshops in an engaging manner and teaching to meet all learner needs (learning abilities, diversity, etc.).

1. Strive to improve your ability to carry on meaningful and enjoyable conversations with individuals of all ages and walks of life.
2. Treat all FFA members equally by not favoring one over another.
3. Conduct yourself in a manner that commands respect without any display of superiority.
4. Maintain your dignity while being personable, concerned and interested in contacts with others.

LIVE ABOVE THE LINE

This key focuses on virtues and behavioral characteristics that should be associated with a state officer. These include responsibility, integrity, keeping promises, speaking with purpose (communicate in a positive, honest and direct way), dealing in a constructive way with difficult people/teammates and seeking win-win solutions.

1. Evaluate, periodically, your personality and attitudes, making every effort to improve yourself.
2. Serve as a member of the team, always maintaining a cooperative attitude.
3. Work in harmony with fellow FFA officers and state staff.
4. Do not willingly engage in conversations detrimental to other FFA members, officers and adults.

LEARNING FOR LIFE

This key focuses on the importance of learning throughout the officer year in several subjects. Developmental topics will include communicating about agricultural education, the history and foundations of FFA and the future directions of FFA, the Department of Agriculture, Department of Education, etc. In addition, State FFA Officers will learn advanced workshop and speech design and delivery methods. Also, growing your knowledge of yourself and growing your knowledge of team members will allow the officer to perform more efficiently and effectively.

1. Become knowledgeable of agriculture, of education in agriculture/ agribusiness and of FFA.
2. Keep yourself up-to-date on current events.

FUEL THE FIRE

This key focuses on passion. To achieve this, a state officer will discover and build on his or her personal interests and passions. The officer will use the team's passions to develop themes (State Convention) and will learn to share his or her passion by building individual and team relationships with state staff, teachers and state staff and through effective delivery speeches and keynote addresses.

State FFA officers are required to perform on a very vigorous and continuous basis. Therefore, it is necessary that those who aspire to become officers are highly qualified,

able and willing to perform. Please read and study the major qualifications and prerequisites very closely. When you are fully convinced that if elected, you will, without any reservations, be fully able to carry out the role and responsibility of a State FFA Officer, then sign and return this form with your application for state office.

I have read, studied and understand the before mentioned points. If elected I will carry out my responsibilities as a State FFA Officer in accordance with these statements and understand that the State FFA Board of Directors will hold a meeting of the State FFA Advisor, Executive FFA Secretary, three members of the State Board of Directors and one District President to determine the consequences of my actions if I do not completely adhere to these established standards for State Officers. The consequences may include verbal reprimand, written apology to the association or removal from Elected Office. *(Accepted October 2015 by the Board of Directors)*

Application Requirements:

1. The state officer candidate letters must be electronically emailed to the state office with only 15 hard copies (for use in nominating committee) being mailed to the state office. State staff will then create a PDF of all of the letters and email it to the advisors. *(Accepted April 2010 by the Board of Directors)*
2. Add in other application requirements off application.
3. All elements of the packet must be received by the deadline. Incomplete state officer candidate packets will be disqualified.

Expectations & Due Process:

1. When the conduct/actions of an elected State Officer breaks any of the qualifications and prerequisites of their office, the reported conduct/actions must be submitted in writing to the State FFA Executive Secretary along with any supporting materials that will uphold the accusation. *(Accepted January 2008 by the Board of Directors)*
2. When a State FFA Officer has been reported to have broken the written agreement that they signed after election to State FFA Office, the State Executive FFA Secretary will notify the State FFA Advisor and the FFA State Board of Directors of the report. The State Officer will also be notified of the report by the Executive FFA Secretary. The State FFA Executive Secretary will talk with the State Officer and investigate the report to determine the validity of the report. If the accusation is found to be a valid report the FFA Board will be asked to select three members (with one District President) to serve on a committee with the State FFA Advisor and State FFA Executive Secretary to meet with the State Officer to determine if there is action to be taken and, if so, what it should be.

The committee of six will be in contact with the State Officer to discuss the breach of conduct/actions. The State Officer will have the opportunity at this time to explain their actions/conduct. The Committee will recommend any consequences to be taken as the result of the report and inform the State Officer with a written notification. A written report will be also sent to the full FFA Board of Directors.

Consequences that the Investigative Committee may impose can be, but not limited to,

any of the following.

- a. Verbal Warning
- b. Written letter of Censure to State Officer (two letters will result in possible removal from office)
- c. No Retiring Address at State Convention
- d. Removal from office-Requires full vote of Board of Directors

3. In order to hold state officers accountable the state staff has the following authority:

If any state officer is delinquent in responsibilities, those state officers can be removed from any activities or responsibility as recommended by the Executive Secretary and approved by the Operations Board. *(Accepted April 2013 by the Board of Directors)*

Travel:

The state officers will travel together whenever possible and if they do not, they will not be reimbursed unless they have prior approval. *(Accepted April 2009 by the Board of Directors)*