



Oregon FBLA State Officer Team

Are YOU up for the challenge?

Recruitment Packet 2009/2010





Dear Oregon FBLA Members,

Being an Oregon FBLA member gives you above anyone else the best experiences possible to learn how to be a leader in a business world. But are you an FBLA member that is ready to take your leadership, management, and organization skills to the next level? If so, then running for a position on the State Officer Team is your next big step. Oregon FBLA is seeking a new team of officers to lead the organization through the 2009-2010 year. If you have the ambition and drive to take your leadership experience to the next level, I highly encourage you to run for a position on the 2009/2010 State Officer team!

Being a State Officer allows you to meet new people and make many friendships. The State Officer program pushes you to achieve success and grow and a leader in your community. As a State Officer you will serve an organization full of great members, travel to many new places, give speeches to your peers, and become the leader you were born to be.

If you are interested in running for a position on the State Officer team, please talk to your adviser and visit the Oregon FBLA website at www.oregonfbla.org; at this site, you can find the State Officer Candidate Handbook under the State Officer link. Once you have read the handbook, there are a few forms that need to be filled out and submitted to Oregon FBLA no later than March 2nd 2009. There have been a few changes to the candidate process, so be sure to closely review the documentation available in the handbook. This handbook also gives you the guidelines for campaigning at the State Business Leadership Conference, requirements of a candidate, and the positions that members can run for.

Oregon FBLA needs people like you who are willing to step-up and lead Oregon FBLA into another fun and successful year. Being a State Officer is more than a position or a job, it is a responsibility that you must hold and obtain. It is an opportunity to dedicate your time to a great organization and help all the other members who are involved in FBLA. The best part about being a State Officer is the seven people you get to work with that are just as dedicated to FBLA as you; growing and learning how to become a better business leader, and knowing that you are helping thousands of people become who they want to be. If you have any questions or concerns, please feel free to email myself or any of the current State Officers. My email address is below and the email addresses for the rest of the officer team can be found at the Oregon FBLA website. Good luck and I look forward to meeting you at this year's State Business Leadership Conference!

Sincerely,

Gabrielle Pendleton
Oregon FBLA State President
president@oregonfbla.org

If you are interested in running for State Office, but not sure what the responsibilities are for each position, here is an overview of the responsibilities for each position on the State Officer team:

What is a State President?

The State President is a State Officer that assists chapters in their FBLA growth and development. They also provide guidance, leadership, and inspiration to ALL FBLA members. They are invited to attend all Board of Trustees and Board of Advisers meetings as the student voice. In addition, the President leads the State Officers, and submits the State Officer Team Monthly Progress Report. The State President does not host a regional conference unless needed but is there to assist their respective Region Vice-Presidents.



What is an Executive Vice-President?

An Executive Vice-President is the position you must be elected into at the state level in order to run for any national officer position. At the state level you go through the same campaigning process as you would for a Region Vice-President or State President. This system was set up so that even if you are not a successful candidate on the national team, you will still be a part of the State Officer Team. If elected your main priority is national duties, but you are still required to fulfill any duties assigned as a part of your state office as well.



What is a Region Vice-President?

The Region Vice-President is a state officer that represents a portion of the state on the state level. There are 6 regions that make up Oregon FBLA. The possible regions that you can run for are Northwest Territory Region, Willamette Valley Region, Blue Mountain Region, Rogue Umpqua Region, Cascade Region, and Mt. Hood Region. As part of your responsibilities, you are required to help host and plan your regional skills conference. In addition, you will assist the other state officers in hosting the Oregon Leadership Institute and the State Business Leadership Conference. As a Region Vice President you do a lot of work that benefits Oregon FBLA as a whole while still having direct contact with your region.



Commonly Asked Questions about Running for State Office

Who is qualified?

Anyone that has the desire and motivation to do great things for Oregon FBLA is qualified for any of the above positions. Being a state or national officer is all about helping others, having passion for FBLA, commitment, dedication, learning experiences, being involved, and having a vision for Oregon FBLA. Previous experience as a chapter officer is preferred, but not required.

What can you get out of being a State Officer?

Concordia University in Portland, Oregon has made arrangements with Oregon FBLA to provide two transferable college credits to State Officers who successfully complete their term as a State Officer and meet all of the University's requirements. State Officers work with professional leadership trainers and coaches who oversee your development as a State Officer and student leader throughout the year. During your year as a State Officer you will mature, develop excellent oral and written communication skills, have a better understanding of effective time management and serve an amazing organization of future business leaders.

What do I do if I want to run for a State Office?

Download the State Officer Candidate Handbook from the Oregon FBLA Website www.oregonfbla.org and read through the guidelines. There are quite a few forms you have to fill out in order to begin your candidacy. The first step is to have an interview at the Chapter level. Ask your local adviser to contact the State Adviser for interview questions then have your adviser arrange for an interview committee to interview you. Once that process is complete and the interview team finds you qualified, fill out all the necessary candidate forms that are in the State Officer Candidate Handbook and submit to Oregon FBLA by the deadline. You must also have your Future Level of the Business Achievement Awards program completed in order to run for a position on the State Officer team. Once you have completed the application, you should begin preparing for your campaign at the State Business Leadership Conference.

What is a campaign theme?

A campaign theme or slogan usually ties in with your name, or goals that you have for FBLA. Some campaigns use alliterations of the candidates name or main goal for Oregon FBLA. BE CREATIVE!

What are campaign goals?

Campaign goals are the new ideas or improvements that you think would enhance FBLA. Campaign goals are also known as your "platform". Know what you want to accomplish in your term of office, and seek information from the officer in the position you wish to fill in order to get more information about goals and possible projects or improvements that could be made.

How do I know which position to run for?

Know your schedule ahead of time, talk to your Regional Vice-President, State President, and Executive Vice-President to see how much time their positions require of them. You can find the contact information to all the State Officers online at www.oregonfbla.org under the State Officer link. They are more than willing to give you insight on what they do and how you can get involved.

If I want to run for a position, when should I start?

The earlier the better! You can begin now by thinking about a campaign theme, identifying your goals and qualifications, and recruiting members of your chapter to help with your campaign. It is also a good idea to gain a better understanding of what the position requires. While you are not allowed to campaign prior to the State Conference, you can get involved in activities through your own chapter and by participating in state events.

How much does it cost to run a campaign?

It all depends on what you want to do with your campaign booth and materials that you plan to distribute. Donations are a great way to save money. It is entirely dependent upon what you want to do and what you are willing to do to secure donations. If you are very aggressive in seeking donations you could have a campaign that doesn't end up costing anything!

What types of materials/support do I need to be successful?

Here are some recommendations to consider:

1. **Poster board:** A tri-fold board that has information all about you and your goals for FBLA if elected.
2. **Brochures:** This should be a mini version of your poster board. Something that people can take from your table and review at a later time.
3. **Flyers:** A brief piece of paper that has your name, candidate position and theme. It is always nice to place a picture on your flyer, so members can put a face to the name!
4. **Give-a-ways:** These can be very simple! You can hand out candy, soda, food (something to eat is always a good catch), toys, etc. You can also give out something that will tie in with your theme.
5. **Campaign Manager:** We say this with sincerity. You will find that having an extra person to help you get your campaign materials together is very beneficial! Choose someone that you can rely on and who will be your sidekick.
6. **Most importantly:** SUPPORT. You need the support from your local chapter your adviser, family, friends, teachers, coaches, and employers! It's so important to have people that believe in you and that will back you up all the way!

What should I expect onsite at the State Business Leadership Conference?

When you arrive you will have a schedule a little bit different than the rest of your chapter members since you are a candidate for State Office. The very first day you will have a State Officer candidate briefing where all State Officer candidates will meet with the current State Officers to get to know one another, and to learn more about campaigning at the State Conference. Campaigning may begin immediately after this briefing session.

That same night you will give your campaign speech. Candidates for the office of State President and Executive Vice-President will give their speech and answer their impromptu question during opening session. Remember State President and Executive Vice-President Candidates: you have up to 3 minutes for your campaign speech. For each impromptu question you will have 30 seconds to consider the question and 1 minute to respond.

After opening session, Region Vice-President Candidates will give their speeches and answer their impromptu question during their regional meeting. Remember Region Vice-President Candidates: you have up to 3 minutes for your campaign speech. For each impromptu question you will have 30 seconds to consider the question and 1 minute to respond.

Campaign booths are open all day long. This is the time where you have the chance to talk to your delegation one on one and they have the chance to ask you questions. The candidate, a campaign manager, or another individual should be present at all times!

Voting Delegates cast their vote during the Annual Business Meeting. At this meeting, each candidate is given 30 seconds to speak before delegates cast their vote. After all candidates have given their speech, a secret ballot vote is taken.

During the Awards of Excellence session the newly elected 2009-2010 State Officer Team will be announced. All newly elected officers must participate in a transition meeting following the Awards of Excellence session.



State Officer Edition

With so many rumors flying around about being a State Officer, we figured it would be best to address some of the more common ones we hear. For additional truth, you can contact one of the State Officers. They would love to help.

Myth: You have to be a phenomenal public speaker to be a State Officer.

Fact: While it does help in the campaign process, everyone understands that it is nerve-racking to give a speech in front of a bunch of your peers. The truth is, as a State Officer you learn a lot about speaking in public.

Myth: You are too busy to be a State Officer.

Fact: Doing a good job while in office only requires approximately a half hour to an hour a day of solid work. In real terms, that means if you can TiVo one or two of your sitcoms (or one reality TV show) and watch it on a weekend instead of that night, you have enough time. Also, you can speak with your adviser about being a TA for them and doing your work during your TA period.

Myth: You have to be a chapter officer prior to being a State Officer.

Fact: While it does help in the campaign process and is recommended, it is by no means a deal breaker. You are the best judge of your leadership ability. Some of the most successful State Officers have never been a chapter officer.

Myth: There's no work involved, the position is in name only, and it just looks great on college and scholarship applications. OR It's a ton of work, and you get no free time at all.

Fact: There is work involved. How much work that is depends on your diligence and ability to plan ahead. You get notice of all work that is due, and an accountability chart to make sure you are aware of everything and its due date. Its work, but you can handle it if you are smart about it and manage your time.

Myth: If you are the Region VP, you and your adviser are in charge of everything RSC.

Fact: While ultimately the buck stops with the two of you, RSC is not solely your responsibility. RSC is a team effort, and your rock star team will be composed of the advisers in your region, Presidents Council members of your region, the State Officer team, your leadership coaches, the Executive Director, and of course, you and your adviser. It's a lot of work, but you get a lot of help.





State Officer Edition

Myth: You have to be an upperclassman to be a State Officer.

Fact: Absolutely not! There have been fabulous State Officers that served before they were upperclassmen. It is intimidating to get up in front of a bunch of people who may be older than you at first, but that takes guts, and you'll be respected for it. Just because you may be an underclassman, does not mean you're under qualified!

Myth: You have to be super-awesome at FBLA to be a State Officer.

Fact: While it does boost your credibility as a candidate, nothing can substitute proven hard work and leadership experience. You don't have to be a state or national champion by any means! You have to be involved in your chapter, but just the fact that you made it past the candidate interview process is a big testament to your qualifications!

Myth: The candidate process is excruciating.

Fact: The candidate process is not an easy task, that's true. On the same note, it's not an extremely difficult one, either; just a few forms, an application and then there is the campaign process at SBLC. Being a State Officer does require a commitment, however. Remember, the process is in place to ensure that Oregon FBLA is getting the best of the best in the State Officer program! There is an interview as part of the application, but when you emerge victorious-it will all be worth it!

Myth: You will miss a ton of school if you are a State Officer.

Fact: Okay, that one is partly true. Here's the skinny: you are going to miss some school. How much of school you miss, is up to you (to a point). There are required trainings and meetings (April, December, March, RSC, OLI, CLT, and SBLC). However, there are chapter visits that you must complete but you can schedule those. (TIP: a lot of schools have short Fridays or different break schedules. You just have to do some asking!)

Myth: A State Officer's job is all work and no play.

Fact: State Officers work hard, and you will too during your term in office. That being said, we play hard too. We always have fun, there is absolutely never a dull moment, and that helps makes everyone's FBLA experience better, and it helps create some lasting memories.

