

SkillsUSA Maine

State Officer



SkillsUSA

Champions *at* Work®

Application Packet

Application for Maine State Officer

The success of the SkillsUSA Maine Program for any SkillsUSA year depends largely upon the strength of its student officers. Strong student officers begin with high quality candidates and the local selection process is key in assuring the quality of the candidates.

Characteristics of a Successful State Officer are

- Dependable
- Punctual
- Realistic
- Cooperative
- Enthusiastic
- Friendly
- Self-confident
- Loyal

Benefits and Opportunities available to State Officers

- Bring positive recognition to yourself, school, community and state
- Develop a spirit of enthusiasm, pride in yourself and career / technical education
- Develop the ability to plan, organize and execute a full schedule of activities
- Develop self-confidence and poise
- Opportunities to come in close contact with leaders in business and industry while working together for the benefit of career / technical education
- Opportunities to develop your leadership potential
- Opportunities to travel

Responsibilities Associated with becoming a State Officer

- Work as part of a team
- Carry out the duties of elected office
- Develop workshops and presentations to be given at conferences and state functions
- Represent more than 1,000 SkillsUSA Maine members statewide

Required Attendance for State Officers

- State Executive Meeting (monthly)
- State Officer Training (Before National Leadership and Skills Conference)
- Fall State Leadership Conference for Workplace
- District and State Leadership & Skills Conference
- National Leadership & Skills Conference

The Election Procedure for SkillsUSA Maine State Officers

All Candidates must submit the State Officer Contract, the Officer Candidate Form, and the Photograph and/or Sound Release.

All Candidates will participate in the “Meet the Candidate” Sessions. For these sessions you may have one poster board size poster about yourself, along with handouts that can be no larger than an 8 1/2 x 11 inch sheet of paper.

All Candidates will prepare a 3-minute campaign speech to be delivered during the conference.

Once all of the above has been completed, a general election will be held to designate the new State Officers. These officers will have no official title at this time.

Special Notice Regarding Transportation

All candidates for the SkillsUSA Maine State Officer as well as advisors, administrators and especially parents / guardians must be aware that SkillsUSA Maine State Officer participate in numerous statewide activities which require travel of an hour or more from home.

The officer team is encouraged to work together to car-pool to / from events however often times officers will need assistance from parents / guardians or advisors to get to and from events and activities.

All parties concerned must be aware of this aspect of service and be willing to assist the student officer with transportation.

Financial Responsibilities

The cost for rooming and meals at the State Officers Meeting will be covered under the State Officer Budget.

Other costs such as, transportation to and from the meetings, transportation and meals for other required events (including nationals), clothing cost (official blazer and other items that the officer team approves) are the responsibilities of the officer.

Completed applications are to be submitted to:

Leilani Cyr
State Officer Advisor
Tri-County Technical Center
14 Abbott Hill Rd.
Dexter, ME 04930

State Officer Candidate Information Form

Full Name: _____

SkillsUSA Office Held: _____

Birth Date: _____

Email: _____ Present Year in School: _____

Home Address: _____

City: _____ Zip Code: _____

Parent(s)/ name(s): _____

Home Telephone Home: _____

School Name: _____

School Address: _____

City: _____ Zip Code: _____

School Telephone Number: _____

Director: _____

Trade Area: _____

Teacher: _____

Chapter SkillsUSA Advisor: _____

If there is an emergency, who should we contact:

Name Relationship: _____

Home Telephone: _____ Work Telephone: _____

Name of Family Doctor: _____

Medical Insurance Company: _____

Policy Number: _____

SKILLSUSA MAINE STATE OFFICER CONTRACT

As a state officer for SkillsUSA Maine you have a great responsibility to represent your organization. Your conduct should be exemplary at all time because you will be meeting students, advisors, administrators, and industry representatives and setting and example for all SkillsUSA members. When you sign the State of Maine contract, it should be with the understanding your obligations are great and so are the rewards of serving your fellow members. SkillsUSA Maine is proud of all our students and know by signing this contract you are simply affirming your dedication to the ideals of SkillsUSA.

As a Maine State Officer, I agree to adhere to the following rules and regulations.

1. I will, at all times, respect all public and private property.
2. I will spend each night in a hotel/motel to which I am assigned.
3. I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.
4. I will not remain in the sleeping room of the opposite sex unless the door is completely open at all times, unless the person is my spouse.
5. I will refrain from the use of alcoholic beverages and drugs (unless I have been ordered to take the drugs by a licensed physician, at which time I will have orders of the physician on my person.)
6. I will not leave the hotel/motel without the expressed permission of the assigned Maine State Advisor; and, should I receive such permission, I will leave a written notice of my where I will be.
7. My conduct will be exemplary at all times.
8. I will forfeit my office if I quit school, am suspended, or expelled.
9. I will respect all authority.
10. I will keep a Maine State Advisor informed about my whereabouts at all times.
11. I will, at all times required, wear my official identification badge.
12. I will respect SkillsUSA by not smoking while performing my duties or while participating in any activities that I am representing SkillsUSA.
13. I will attend all activities which I am assigned / registered and be on time.

14. I will adhere to the dress code at all time required.
15. I will attend the following functions: (1) visitations of SkillsUSA local chapters, and state related activities such as: (2) (A) SkillsUSA Maine Championships and Leadership Conference Preparations: (B) National NLSC and Leadership Conference: (C) All State SkillsUSA Maine functions.
16. I will forfeit my office if I change my residence from the state I was elected in after the beginning of the school year.
17. I will maintain above average grades and submit all copies of all report cards when received.
18. I will attend school each day it is in session unless I am on a SkillsUSA Maine assignments or ill. I will make up all work missed in class.
19. I will accept State SkillsUSA Maine assignments and keep accurate record of expenditures and travel expenses and submit a written report with vouchers to the state advisor within 5 days after the event.

VIOLATIONS AND PENALTIES

1. Violation of items 1-9 will be grounds for disqualifications and suspensions from office. Proper notification will be sent to the state, school, and parents.
2. Violation of items 10-19 will result in a warning and reprimand. Repeated violations may result in disqualification and removal from office. Proper notification of the violation and action taken will be sent to the state, school, and parents.

STATE OFFICER CONTRACT

I agree that if, for any reason, I am in violation of this contract, I may be brought before the appropriate discipline committee for an analysis of the violation, and I further agree to accept the penalty imposed on me, with the understanding all such actions are explained to me and further realize the severity of the penalty may increase with the severity of the violation, even to the extent of being sent home immediately at my own expense.

I understand the penalties stated in the State Officer Contract will be imposed if I violate the rules of conduct. I agree to these rules and penalties for their violation by signing my name below.

Name: _____

Date: _____

Signed: _____

I have read the Maine State Officer Contract and will provide support to the above named student to the best of my ability.

Date: _____ Parent/Guardian: _____

Date: _____ Advisor: _____

Date: _____ Director: _____

Date: _____ State Advisor: _____

PHOTOGRAPH AND/OR SOUND RELEASE

1. I, the undersigned, hereby grant Maine SkillsUSA permission to make still or motion pictures and sound recordings, separate or in combination, and also give a production company approved by the SkillsUSA permission to use the finished silent or sound picture show and/or sounds recordings.
2. I also hereby relinquish to the Maine SkillsUSA all rights, title, interest in, and income from the finished sound or silent motion picture, still pictures, SkillsUSA the right to give, sell, transfer, and/or exhibit the same to any individual, business firm, publication, television station, radio station or network; or government agency, or to any of their assignees without any payment or other consideration to me
3. I also understand that the still or motion pictures and sound recordings can/will be used on the SkillsUSA Maine web site.
4. My agreement to perform under camera, lighting, and stage conditions is voluntary and I do hereby waive all personal claims, cause creation, or damage against SkillsUSA Maine and the employees thereof, arising from the performance or appearance.

Name(print): _____

Date: _____ Parent/Guardian: _____

Date: _____ Student: _____