

# BECOMING A SUB-DISTRICT OFFICER

## GUIDELINES AND REQUIREMENTS

### CHAIR AND CO-CHAIR

A sub-district chairperson shall be elected each year at the Sub-District Contest. The sub-district chairperson shall hold the rank of Chapter FFA Degree, except in a sub-district where all chapters are junior chapters. The sub-district chairperson shall assume the duties of sub-district activities. A sub-district chairperson alternate shall be elected separately and is not to be the runner-up in the chairmanship voting. The sub-district chairperson and alternate chairperson shall be a junior or less and have one remaining year of eligibility in the sub-district the member is elected to represent.

The chairperson and alternate chairperson will be elected at the Sub-District Contest and shall serve as the sub-district chairperson-elect (alternate chairperson-elect) until the following state convention where they will then assume the responsibility of their elected office. They will serve for the length of one year from the time they assume the duties of their office.

## CAMPAIN GUIDELINES

### PRE-SUB-DISTRICT CDES

#### TRAVEL

- As a sub-district officer candidate, you may attend banquets/functions in your sub-district only.
- The Florida FFA Association is not responsible or liable for your travels during the campaign process. As with any other FFA related trip, you should make the proper arrangements with your chapter and school officials for approval.
- The Florida FFA Association is not responsible for any costs incurred in this process.

#### CAMPAIN PARAPHERNALIA

- All candidates are permitted to send a professional-style cover letter and resume to FFA chapters in their sub-district.
- A “professional style” cover letter includes a one-page (front-only) letter to accompany your resume. Remember that this letter is your first introduction to the members. This letter should be printed on 8 ½ “X 11” letterhead of your design and may include the FFA emblem, your campaign logo and your campaign theme if desired. This letter should be free of pictures or graphics not outlined above.
- A “professional style” resume includes a one-page (front-only) resume outlining your past experiences. This resume

should be printed on 8 ½ “ X 11” paper of your design and may include the FFA emblem, your campaign logo and your campaign theme if desired. This resume should be free of pictures or graphics not outlined above.

#### ■ Resume Format should include the following:

- Name
- Chapter
- Career Objective
- FFA Experiences
- SAE/Work Experiences
- School/Community Activities
- Grade Point Average

## AT SUB-DISTRICT CDES

### CAMPAIN PARAPHERNALIA

- Each candidate is allowed to personally distribute resumes and business cards at the event. These items should follow the “professional-style” criteria specified in the previous section. No other paraphernalia can be distributed at the event.
- Candidate business cards should be of “professional-style” of your design. Standard-sized business cards can include your personal contact information, the FFA Emblem, your campaign logo and your campaign theme if desired.
- Distribution of these items is permitted by the candidate ONLY.
- This excludes family members, chapter members, advisors or others from distributing campaign material.
- Sub-district campaign guidelines also prohibit the wearing or display of campaign paraphernalia by anyone outside the campaign area. This includes t-shirts, buttons, ribbons, pins, signs, flags, etc.
- Candidate sponsored activities are not permitted (meal function, gifts, etc.)

### CANDIDATE SPEECHES

- Each candidate is permitted to deliver a campaign speech to his/her sub-district delegation at a designated time.
- Campaign speeches will be limited to two (2) minutes in length.
- This time limit will be strictly enforced. During candidate speeches, props will be limited to items that can be carried to and from the podium without assistance.
- Any props requiring the use of electricity, fire, smoke, etc. are strictly prohibited.
- Once the props have been removed from the podium, no residue may remain.