

SkillsUSA National Officer Application



The national office application is due in this office March 24th.

The application must be complete when it is received.

If you choose to email the application, it must be in **one** PDF document sent to janet@skillsusatx.org copied to alumni@skillsusatx.org

This application may also be completed online at <https://skillsusa.wufoo.com/forms/national-officer-candidate-application>

**SkillsUSA Texas
National Officer Application
P. O. Box 1388
Mabank, TX 75147 - 1388**

National Officer Candidate Name _____

National Officer Candidate Minimum Qualifications

As outlined in the SkillsUSA High School Constitutions:

High School

ARTICLE VI—QUALIFICATIONS FOR NATIONAL OFFICE

Section 1. Candidates for national office shall have:

- Active membership status
- Endorsement of their state association
- At least one full school year remaining in a High School preparatory career-technical program.
- Been elected by their state delegates as a national officer candidate
- Completed Levels I & II of the SkillsUSA Professional Development Program

The Board of Directors has defined the present active membership status and endorsement of the state association to read as follows: "Active membership status and be currently enrolled in a trade, industrial, technology and health occupations program at the time of application, and must plan to continue in the training program at least one more year. If a student is elected to serve and is unable to fulfill the obligation, the state may forfeit the right for officer candidates in their division the following year. The Board of Directors will review the situation, listen to the concerned parties, and make the final recommendation/decision."

Section 2. Candidates shall file for office with the state executive director not later than March 24th prior to the date of the annual state meeting. The state executive director will in turn send the candidate's application chosen at the state conference to the national executive director by June 1 prior to the national conference.

I verify that the SkillsUSA National Officer Candidate listed above has met all of the above qualifications.

_____ ___/___/___ _____ ___/___/___

National Officer Candidate Date SkillsUSA Advisor Date

_____ ___/___/___ _____ ___/___/___

Parent/Guardian Date Local Administrator Date

High School or under 18 years old only

National Officer Candidate Travel Qualifications

Travel requirements

- Attend orientation following the SkillsUSA National Leadership and Skills Conference Awards Ceremony
- June 29 – July 2, 2019 **Post Election Training** (SkillsUSA will cover the cost for return transportation.)
- July 23 – 28, 2019 **National Officer Summer Training**
- August 18-25, 2019 **Facilitator Training**
- September 18 – 25, 2019 **Pre-WLTI training & WLTI**
- February 2 – 8, 2020 **SkillsUSA Week** (Please keeps these dates available for opportunities.)
- March 0 May 2020 **Pre-National Leadership & Skills Conference Training**
- June 17 – 27, 2020 **National Leadership & Skills Conference**

***Dates are subject to chance and officers will be notified at least two months prior.**

The dates are all mandatory and all national officers will be required to attend. If you are unable to attend a mandatory event, you will no longer be considered a SkillsUSA National Officer.

I understand that SkillsUSA National Officer Candidate listed above may travel without the supervision of a national staff person or other authorized person until he or she reaches the destination. Upon arrival at the destination, she or he will be supervised until the departure home. If parents/guardians, school administrators, school advisors or other care takers are not comfortable with this requirement, they are responsible for making travel arrangements for a chaperone at their own expense.

_____ ___/___/___ _____ ___/___/___

National Officer Candidate Date SkillsUSA Advisor Date

_____ ___/___/___ _____ ___/___/___

Parent/Guardian Date Local Administrator Date

High School or under 18 years old only

National Officer Confidential Medical Information

SkillsUSA, Inc.

Emergency Contact Information:

Name _____

Address _____

City, State, and ZIP _____

Phone (____) _____

Cell phone (____) _____

Medical Information:

List all medications currently taking:	List any known drug allergies:	List any physical restrictions:	List any dietary restrictions:
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5

Important: A copy of the medical insurance card must accompany the national officer when he or she travels on assignments.

I hereby agree to release **SkillsUSA, Inc.**, its representatives agents, and employees from liability for any injury to me resulting from any cause whatsoever occurring at any time while carrying out officially assigned travel or business for **SkillsUSA, Inc.**

The SkillsUSA national staff, assistants and/or designees are authorized to administer and/or obtain, routine or emergency diagnostic procedures and/or routine or emergency medical treatment for me as deemed necessary in medical judgment.

I agree to indemnify and hold harmless **SkillsUSA, Inc.**, and said assistants and designees for any and all claims, demands, and actions, rights of action and/or judgments by or on my behalf arising from or on account of said procedures and/or treatment rendered in good faith and according to accepted medical standards.

_____ ___/___/___ _____ ___/___/___
National Officer Candidate Date SkillsUSA Advisor Date

_____ ___/___/___ _____ ___/___/___
Parent/Guardian Date Local Administrator Date

High School or under 18 years old only

NOTE: All persons under legal age must have a parent and/or guardian agree to sign this form. **All participants must sign this form.**

National Officer Application

This application is three pages long. You must complete **every** page for your application to be considered complete. Page 3 is a list of supporting documents that need to be included with the application. Be sure you have all of the information you need prior to beginning this form.

Be sure to print and complete the National Officer Candidate Application forms.

National Officer Candidate Name (as it appears on your driver's license)

State Association _____

Region _____

Division: High School College/Postsecondary

Type of position you are seeking

At Large (President, Vice President, Secretary, Treasurer, Parliamentarian)

Regional Vice President (High School only)

Undeclared

Contact Information

Mailing Address: _____

City _____ State _____ Postal/Zip code _____

Home Phone Number: _____

Cell Phone Number: _____

Email: _____

CTE Program: _____

School Name: _____

School Address: _____

City _____ State _____ Postal Zip Code _____

School Phone Number: _____

Correspondence

Names of individuals, email addresses and phone numbers for those who should receive copies of correspondence (please include your local advisor and school principal of the school you are attending). Your state director will automatically be included.

Advisor Name: _____

Phone Number: _____

Cell Phone Number: _____

Email: _____

Administrator Name: _____

Administrator Phone Number: _____

Administrator Email: _____

Parent or Guardian Name (high school only): _____

Parent or Guardian Phone Number: _____

Parent or Guardian Cell Phone Number: _____

Parent or Guardian Email: _____

Use a separate piece of paper and complete the following sentences in 500 words or less:

I want to become a national officer because:

My SkillsUSA Framework story is:

I possess the following qualifications to be a national officer:

Supporting Documents

Please provide the following documents

- State Director Endorsement Letter
Endorsement from state association director of the state association where you will be serving during your term in office.
- School Verification Letter
Verification letter from a school administrator indicating that at least one full year remaining in a technical, skilled and service career, including health careers programs.
- School Administrator Support Letter
- Chapter Advisor Support Letter
- Verification of Completion of Career Essentials: Experiences, Fundamentals or Advanced courses or PDP Levels 1 and 2.
- Candidate Headshot in SkillsUSA Official Attire
- Attach candidate HEADSHOT photo in SkillsUSA Official Attire (JPG format)
- Candidate application forms (you must download and complete the National Officer Candidate Application Forms.)