



## SkillsUSA Nebraska High School State Officer Application

- Will you be able to miss 10 - 12 class days during the school year for SkillsUSA business and still be able to keep up in your classes and will your parents and school administration endorse your candidacy?
- Are you willing to travel across the state for leadership training and to promote SkillsUSA?
- Will you be able to attend the SkillsUSA events for Nebraska on the dates indicated on the attached tentative agenda?
- **Will SkillsUSA be a top priority to you in your school over other activities?**

If you can answer yes to the above questions, SkillsUSA Nebraska is looking for you!!!

### State Officer Requirements

- Attendance of 75% or better at local chapter meetings and activities (on a yearly basis)
- A vote taken and recorded in minutes of the candidate's local chapter to support the student in their application for state office.
- GPA of 2.5 or better on a 4.0 scale while a SkillsUSA member
- Must have competed in a competition at the high school state level prior to running for State Office

Please complete the following application and return the application by **March 8**, to [greg.stahr@nebraska.gov](mailto:greg.stahr@nebraska.gov). Please also submit a professional picture and a short bio for a candidacy announcement post on the SkillsUSA Social network pages

**This application must be received by Friday, March 8, 2024.**

### High School Candidate Personal Information

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Parent/Guardian Name/s \_\_\_\_\_

School \_\_\_\_\_ Advisor's Name \_\_\_\_\_

School Address \_\_\_\_\_

Current Grade in School (9th, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>) \_\_\_\_\_ School Phone Number \_\_\_\_\_

Polo Shirt Size (S, M, L, XL, 2XL, etc.) \_\_\_\_\_ T-shirt size \_\_\_\_\_ Years as a SkillsUSA Member \_\_\_\_\_

Prior SkillsUSA experiences along with honors and offices held and/or hobbies or interests?

What are your career objectives?

**Candidates Non-SkillsUSA activities/other affiliations**

Organization	Responsibilities/Honors	Time Commitment

**Advisors Endorsement**

This candidate is a member in good standing of our local chapter. The information on this form is correct and valid. It is my opinion that this candidate has the ability, qualifications, and integrity necessary to do an outstanding job as a SkillsUSA Nebraska State Officer. I will support this candidate during the current school year.	
Signature of Advisor	Date

**Principals Endorsement**

The above-named student has demonstrated responsibility and overall good citizenship while a member of the student body. His/her grade point average is a 2.5 or higher. I, therefore, endorse his/her candidacy for office.	
Signature of Principal	Date

## **State Officer Mandatory Meeting Dates**

- 1) May 28 - 31, 2024 - State Officer Leadership Academy (SOLA) – Camp Carol Joy Holling, Ashland
  - 2) July/August 2024 – Fall Leadership Conference Planning Session – date set at SOLA by Officer Team (One day) - Location TBD
  - 3) September TBD (6:00pm) – TBD, 2024 East Fall Leadership Conference, Norfolk/Columbus TBD
  - 4) September TBD (6:00pm) – TBD, 2024 West Fall Leadership Conference, Hastings/Grand Island TBD
  - 5) October 22 (6:00pm) -27 (noon), 2024 – Mid-America Leadership Conference, Columbus/Norfolk
  - 6) \*\*December TBD (6:00pm) – TBD, 2024 – Middle School East Conference, Omaha
  - 7) February TBD (2-Days)(4:00pm), 2025 - CSLEL Legislative Day – State Capitol, Lincoln
  - 8) \*\*February TBD(6:00pm) - TBD, 2025 – Middle School West Conference, Grand Island
  - 9) February/March TBD, one evening and one day - State Planning Session, Grand Island
  - 10) April 10 (6:00pm) – 12(noon), 2025 State Conference, Grand Island
- \*\* Must attend at least one of the Middle School Conferences, we prefer both

### **Not Mandatory but a Possibility**

1. June 24 – 28, 2024 National Leadership Conference – Atlanta, GA (Delegates)
2. August/September/October 2024 – Annual Foundation Fundraiser – Location TBD
3. November TBD, 2024 – Commissioner’s Recognition – State Capitol Rotunda
4. February TBD, 2025 – CTE Week Proclamation Signing – State Capitol

I WILL BE AVAILABLE FOR ALL OF THE MANDATORY DATES LISTED ABOVE.

Officer Candidate Signature \_\_\_\_\_ Date \_\_\_\_\_

I WILL SUPPORT MY SON/DAUGHTER IN ATTENDANCE AT ALL MANDATORY FUNCTIONS.

Officer Cand. Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## **State Officer Contract and Code of Conduct - SkillsUSA Nebraska**

As a state officer of SkillsUSA, you have the responsibility to represent all members of the organization. Your conduct must be exemplary at all times while representing the organization, as well as, on your personal time. You will have an opportunity to meet students, advisors, administrators, business, industry, and legislators during your term in office. Your actions will set a standard for all SkillsUSA members to follow. When you sign this State Officer Contract, it should be with the understanding that your obligations are great, as are the rewards of serving your fellow members. You will also be reaffirming the ideals of SkillsUSA.

As a state officer of SkillsUSA Nebraska, I agree to adhere to the following code of conduct:

1. My conduct shall be exemplary at all times.
2. I will, always, respect all public and private property, including the hotel in which I am housed.
3. I will spend each night in the room of the hotel in which I am assigned.
4. I will keep my advisor or assigned state SkillsUSA staff persons always informed of my where-a-bouts.
5. I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.
6. I will not enter a sleeping room of the opposite gender without the supervision of an advisor.
7. I will not use any type of alcoholic beverages, tobacco products, or drugs. If you should have been ordered to take certain prescription drugs by a licensed physician, you should report such orders to your advisor or State Director.

8. Attendance at school is mandatory anytime it is in session. Grades must be kept at an above average level, a 2.5 minimum GPA. All work missed while on SkillsUSA business will be made up in a timely manner.
9. I will attend all sessions of any event where I represent SkillsUSA Nebraska.
10. I will adhere to the dress code (*page 6*) set by the State Director during the SkillsUSA events.
11. I have read and signed the internet code of conduct form (*page 5*).
12. I will, as an elected officer, attend the State Officer Meeting following the Awards Ceremony at State Conference.

**Penalties** - Violations of items 1-12 will result in a warning with consequences, suspension of duty or dismissal. Violations may be grounds for disqualification or suspension from an activity or office. The violator may be sent home at his/her own expense. Proper notification of the violation and action will be sent to the appropriate authority, school administrator and parents/guardians.

I understand that, by signing this contract, if I am in violation of the above regulations and/or conduct myself in a manner unbecoming of a SkillsUSA Nebraska State Officer, I may be brought before the appropriate discipline committee for an analysis of the violation. I further agree to accept the penalty imposed on me with the understanding that all such actions will be explained to me. I realize the severity of the penalty may increase with the severity of the violation.

Printed Name of Candidate \_\_\_\_\_

Signature of Candidate: \_\_\_\_\_ Date: \_\_\_\_\_

**I have read and I understand the SkillsUSA Nebraska State Officer Contract and Code of Conduct. I agree to support the guidelines and the above-named student to the best of my ability.**

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Signature of Local Advisor \_\_\_\_\_ Date \_\_\_\_\_

Signature of School Administrator \_\_\_\_\_ Date \_\_\_\_\_

**Internet Code of Conduct**

As an officer for SkillsUSA, you are a public figure. As an officer you represent your school, your state association and the National SkillsUSA Association. As you post content to personal and public web pages, I.E facebook.com, twitter, Instagram, YouTube.com or other sites, keep in mind that people you do not know (including potential employers or admissions officers) have the ability to review and archive your personal space. These personal sites are being used as a point of reference to your site. Be sure your personal materials, including comments, photographs, video or sound files, would not embarrass your if they were viewed by SkillsUSA staff, business partners or instructors and are age appropriate.

E-mail addresses: If your personal email address does not project a professional image, create a new email address for any SkillsUSA correspondence. Be sure to check e-mail daily during your term of office as most communication between you and the State Office occurs via e-mail.

As an officer of SkillsUSA, I will represent SkillsUSA Nebraska with respect. This means for my term of office, any content I post on the World Wide Web where SkillsUSA is mentioned on sites such as facebook.com, twitter, Instagram, YouTube.com or other sites will be reviewed by my advisor, parent, or state director. My e-mail address used for SkillsUSA business may be reviewed by an authorized adult such as a parent/guardian. I also understand that these websites will be monitored, and I may be requested to remove material.

If I fail to do so and post inappropriate or unapproved material, I will be on probation as an officer and subject to the consequences as a state officer for violating the State Officer Code of Conduct.

I have read and understand the information in this document. I agree to abide by this policy for the duration of any office I have been elected or appointed for SkillsUSA Nebraska.

Printed Name of Candidate \_\_\_\_\_

Signature of Candidate: \_\_\_\_\_ Date: \_\_\_\_\_

**I have read and I understand the SkillsUSA Nebraska State Officer Internet Code of Conduct. I agree to support the guidelines and the above-named student to the best of my ability.**

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Signature of Local Advisor \_\_\_\_\_ Date \_\_\_\_\_

Signature of School Administrator \_\_\_\_\_ Date \_\_\_\_\_

## **Dress Code and Personal Grooming**

Officers will be in three types of dress while on SkillsUSA Business:

1. Causal – Similar to what you wear to school
2. Business Casual – Polo shirt and Slacks (khaki or black color)
3. Official Dress - **Men:** *Official red SkillsUSA blazer*  
*Black trousers with white dress shirt*  
*Plain black tie with no pattern or official SkillsUSA black tie*  
*Black socks and Black dress shoes*

**Women:** *Official red SkillsUSA blazer*  
*Black skirt or black slacks with businesslike white, collarless blouse*  
*Black sheer or skin-tone seamless hose and Black dress shoes*

### **Grooming - Ladies:**

- One ring per hand. One earring per ear. Necklaces should be kept to one pearl necklace only when appropriate or a simple gold/silver chain or no necklace at all. No big jewelry. For earrings, studs would be appropriate. One bracelet only. No big bracelets.
- No visible body piercing. Tattoos must be covered.
- Nail polish should be appropriate business color (no loud colors).
- Skirts should be no more than three inches above the knee.
- Shoes for the stage should have no more than a two-inch heel and should be closed toe.

- At all times ladies should wear closed toe shoes. Flip flops, sandals, and any other fashion shoe that does not have a closed toe should not be worn. Shoes should be neat and business appropriate. Some time tennis shoes may be appropriate.
  - Hair should be pulled back out of the face when speaking. If necessary, either half up or all the way pulled back. If you have bangs, you should pin them back out of your face.
  - Jeans should not have any holes in them or bleach spots and should not be too tight.
  - You should always wear a belt if your pants have belt loops.
  - Shirts/ Polo's should be tucked in at all times.
  - Official dress- aside from the rules in the handbook, ladies should have only the top button, buttoned on their blazers at all times.
- The State Office will assist with the purchase of a new SkillsUSA red blazer if your local chapter does not have one to fit you properly.

### **Gentlemen:**

- Always come to a SkillsUSA event freshly shaven. A shaved face is always to be expected.
  - Shirts/Polos must always be tucked in.
  - A belt should be worn with pants that have belt loops. No hanging pants and no undergarments showing.
  - Jeans should not have any holes in them or bleach spots.
  - Tattoos must be covered, and body piercing is not acceptable. Earrings are not allowed.
  - Shoes should be neat and business appropriate. Sometimes tennis shoes may be appropriate.
  - Official dress- aside from the rules in the handbook, gentlemen should have both buttons, buttoned on their blazers at all times.
- The State Office will assist with the purchase of a new SkillsUSA red blazer if your local chapter does not have one to fit you properly.