



KANSAS
FFA ASSOCIATION



DISTRICT OFFICER HANDBOOK

Revised 2022

TABLE OF CONTENTS

Introduction	3
About Your Service	4
Role of a District Officer	6
Self-Development	7
Training	7
Checkpoints	7
Facilitation/Speaking	8
Representation	8
Member Development	9
Visits	9
Chapter Buddies	10
Inclusive Leadership	10
Greenhand Conference	11
District Events	11
FFA Week	12
District Celebration	12
Association Work	13
Information Flow	13
State Board of Directors Meetings	14
Opportunity Promotion	14
How to Measure Success	15
Preparing for a Year of Service	16
Eligibility and Requirements	17
Selection Process	18
Costs and Expenses	18
Snapshot of a Year of Service	19
Calendar	20
Myths and Facts	22
District Advisors	23
Resources	24

INTRODUCTION

Each year the seven districts of the Kansas FFA Association select teams of student members to serve as district officers. Considered some of the most involved and dedicated members of our association, district officers bear a variety of responsibilities during their year of service. They grow themselves, members, and our association in tremendous ways. To better equip aspiring and current district officers to fulfill their own version of a successful year, this handbook seeks to inspire that vision in its readers by outlining opportunities and tools for district officers to utilize during their year.

This handbook serves as a resource to better understand district officer responsibilities and gather ideas for crafting and fulfilling your vision for an impactful term. Our intention is for this handbook to represent a starting point and a foundation that officers can use to propel their year forward and go above and beyond precedent. Supporters are encouraged to use this handbook to understand the opportunities district office holds, set benchmarks for an effective year of service, and help officers in going above and beyond to develop themselves, their district's members, and the state association.

Growing out of the efforts of the 2018-2019 Kansas FFA executive sub-committee on the roles and responsibilities of district officers, this handbook seeks to help officers, members and candidates, advisors, parents, and other supporters understand the role of a district FFA officer and how to make the most out of a year of service. Suggestions, corrections, and additions are always welcomed and can be referred through the state officer team and association office!



ABOUT YOUR SERVICE

ABOUT KANSAS FFA & SERVICE AS A DISTRICT OFFICER

The Kansas FFA Association serves more than eleven thousand five hundred students in nearly two hundred and thirty schools teaching agricultural education. Kansas is divided into seven geographic FFA Districts.

Each of these FFA Districts is served by a District Officer team who is elected from the chapters within the district. These District Officers are called upon to serve FFA members and agricultural education programs in their district by acting as a voice on the FFA Board of Directors, serving as a liaison and leader of district members and delegates during district activities; and planning and executing activities on the district level.

FFA District Officers are afforded the opportunity to travel locally and to build quality relationships with students throughout the chapters in their district. They are given responsibility at certain State FFA events in order to help members from their district succeed. District Officers can become connected to leaders in agribusiness, education and the Kansas State legislature on a local level. The engagement of students often begins at the chapter level and District Officers can serve as one of the first connections students have with leadership opportunities above the chapter level.

DESCRIPTION AND RESPONSIBILITIES

District Officers are selected to represent FFA members, Kansas Agricultural Education Students and FFA chapters in their district. They are required to possess a level of maturity that allows them to identify appropriate behavior and act professionally in all settings. District Officers are expected to have a level of self-confidence and poise that transitions easily between situations where they may be loud and playful and those where they are engaging with government and industry leaders.

District Officers must be proficient in a variety of forms of communication, including but not limited to: public speaking, facilitation, group discussions, written communication, online communication and basic conversation skills. District Officers must master time-management. They are expected to balance academic and FFA responsibilities while missing school to travel to FFA events. District Officers initiative must be taken by an elected officer to effectively communicate the value and relevance of their travels and to maintain positive relationships within their home schools.

This same need to effectively manage time applies to extra-curricular and employment time commitments as well. FFA may not be the only activity a District Officer participates in, but it needs to be a "top-three priority," meaning an officer may need to miss meetings or practices of other organizations for certain FFA events.

ABOUT YOUR SERVICE

DESCRIPTION AND RESPONSIBILITIES CONT.

The level of travel for a District Officer is less than that of a State Officer, but there is additional opportunity to serve on the local level through newsletters, school visits and planning district events. District Officers must be committed to upholding the responsibilities of their office. As a role model for over 11,500 students in the state of Kansas, the success of a District Officer team is found in how they build relationships and accomplish goals for the association.

With the increased accessibility, the internet has provided through social networking, all District Officers must be mindful that they are living a life that communicates the FFA brand of strong, character-driven students who are respectful and ambitious both in person and 'off-the-job.'

District Officers will receive training and coaching sessions that will help them to perform at their highest level. Successful officers will actively seek improvement and work to improve both as an individual and as a member of the District Officer team. They will be self-directed in remaining in contact with members of their team, district and the state office. They will exhibit a passion for success in the way that they learn with curiosity and strive to make critical thinking connections with members, partners and stakeholders.



ROLE OF A DISTRICT OFFICER



Self Development
Member Development
Association Work
How To Know When You've Done a Good Job?

Self-Development

Being elected to District FFA Office is making a commitment to service unique to most student organizations. In addition to serving and representing the numerous members of your district, officers represent the image and direction of the Kansas FFA Association to teachers, state staff, teacher educators, agricultural industry executives, government leaders, the media and the general public. There are three keys that allow you to serve effectively as a district officer: Self Development, Member Development, and Association Work.



TRAINING

District officers have several opportunities to improve themselves and their leadership skills through various training experiences. By adopting a growth mindset and actively participating in these training experiences, district officers thrive and gain the skills necessary to serve their districts and the association to the best of their abilities.

Some training opportunities include:

- Chapter Leadership Training (CLT)
- District Officer Conference (DOC)
- District officer training checkpoints
- Career and Technical Student Organizations Citizenship Day
- Leader Lab

Officers are encouraged to take advantage of as much training as they can. Participation not only grows their own skills but also provides experiences that other members can either relate to or that officers can use to advocate first-hand about opportunities that FFA offers above the chapter level.

CHECKPOINTS

Checkpoint experiences will hold valuable leadership development experiences that will enhance the level at which our district officers operate. These “checkpoint” opportunities provide extra curriculum and training for district officers throughout their year of service. In general, a checkpoint may include a review of goals and expectations set at retreats or DOC, team-building exercises, workshops that develop professionalism and applied skills, and more. Checkpoints hope to provide a “booster shot” to refresh district officers, reevaluate mid-year, address needs, and maximize benefits for officers during the year.

Self-Development cont.

FACILITATION/SPEAKING

District officers are often asked to provide remarks or facilitate workshops during their year of service. These opportunities are moments in a district officer's year where they get to exercise their skills and directly interact with members. Facilitating and speaking are directly applicable skills that officers can expect to develop and utilize as primary tools of their office. Early opportunities like DOC will provide initial training and officers should continue to seek out opportunities during the year to put their skills to work! Ideas can include:

- Chapter events
- District CDEs and LDEs
- School board meetings
- Community groups (chambers of commerce, civic groups, etc)

There are two important things to remember:

1. Don't underestimate the power of your corduroy! Adults and students alike always enjoy hearing from a young person in a blue jacket who demonstrates their passion and the skills they've earned. Simple text messages, emails, phone calls, or conversations are almost always welcomed and serve as easy ways to offer to share about FFA or offer your services at a local chapter or community group.
2. You don't always need to organize a formal event to utilize your skills! Sometimes, just organizing a game between chapters at a contest or going into an administrator's office to chat about your work can have equally large impacts. Seek out every opportunity to fully leverage the influence vested in you and your office.

REPRESENTATION

FFA holds its members to a high standard. As a district officer, you are called to "live above the line". Living above the line encourages members serving as district officers to embrace the virtues and behavioral characteristics associated with a district FFA officer. These include responsibility, integrity, keeping promises, speaking with good purpose (communicating in a positive, honest and direct way), dealing with difficult people and teammates in a constructive way and seeking win-win solutions. In addition, district officers are urged to:

- Adopt an attitude of growth and inclusivity
- Engage in a welcoming attitude
- Present yourself appropriately at all times, including on all social media
- Bring the best out of others
- Display your own great qualities

District officers are key representatives of FFA not only to the public, but to their classmates, teachers, and administration. "To strive to be at my best, all the time," is a great personal motto for a district officer or any aspiring leader.

Member Development

CHAPTER VISITS

District officers should feel empowered to visit their district's chapters and facilitate workshops, participate in events, or simply hang out and engage members, be visible and be involved. Any interaction with fellow students can be one of the most impactful memories of a member's FFA career. Hopefully it can inspire them to pursue leadership positions themselves and give them ideas for how to be a better leader and FFA member.

It is no secret that the heart of the association is at the chapter level. Some members know that the state officer team goes on visits all across the state to develop chapters, but there are only six state officers and thousands of Kansas FFA members. As a district officer, you also have the ability to interact with members with the same goal of empowerment and development.

Some district officers may encounter obstacles to traveling such as insurance liability for their school or absence policies. Some strategies for overcoming those obstacles are:

- Developing close relationships with administration and emphasizing the skills and growth district office entails
- Traveling on weekends
- Provide a variety of virtual/hybrid experiences
- Carpooling
- Meeting up at already scheduled district events (ex. CDEs and LDEs)

We firmly believe our district officers are some of the best members Kansas FFA has and also know that with the training you receive, you possess the tools and skills necessary to continue growing others as well as yourself. Take the opportunity of chapter visits to express yourself as well as develop others. Here are some things to consider while conducting chapter visits:

- Be sure to engage a diverse group of individuals and be flexible
- Offer unique experiences
- Cover multiple topics within Agriculture, the FFA, and leadership
- Take responsibility for the impact and outcomes
- Involve alumni, supporters, teachers, community, and other stakeholders



Member Development cont.

CHAPTER BUDDIES

A district officer buddy system is an amazing way to connect with chapters within the district. Traditionally, a single district officer has been assigned a group of chapters and are then responsible for establishing connection and communication. A crucial piece to success is consistency and a commitment to establishing a personal connection, beyond an email chain with the advisors. Ideas for officers to invest in that connection:

- Make a group chat with your chapter buddy officer team
- FaceTime into chapter officer meetings on occasion
- Meet up at district events
- Attend a fun chapter event or service project
- Reach out to chapter advisors and officers often

Having a personal connection to a district officer allows chapters to have a sounding board, listening ear, and advocate, as well as a way to expand members' experience of what FFA is beyond just the chapter level. These connections serve as a rewarding leadership experience for both district officers and chapter members.

INCLUSIVE LEADERSHIP

As an elected individual, you have been brought into a position of influence. Part of the responsibility of a district officer is to reach out to and represent all their members' across the district and state. This responsibility looks like:

- Bringing chapters' thoughts and needs to the quarterly Board of Directors meeting
- Creating a sense of belonging in the organization
- Welcoming new ideas, opinions, and persons
- Ensuring that all voices are heard and recognized

As an ambassador for your district, you should work towards including everyone in the decisions made by your district. Ideas to do this could look like:

- Holding district executive meetings at well-attended Career or Leadership Development Events
 - * Review district constitution and bylaws
 - * Consider vision and engagement of district
- Organizing district-wide activities to build camaraderie and community
- Reaching out and making sure everyone feels engaged and included at events
- And much more!

Member Development cont.

GREENHAND CONFERENCE

Greenhand Conference is one of many large responsibilities where officers inform, influence, and energize greenhand FFA members. It is the first FFA event that some students will attend. With great effort, communication, and attention to detail, district officers can provide a meaningful and impactful experience. Some things to consider:

- Be sure to engage a diverse group of individuals and prepare to adjust on the fly
- Set expectations of conduct
- Offer unique experiences
- Cover multiple topics within agriculture, FFA, and leadership
- Be intentional about impact and outcomes
- Involve Alumni, supporters, teachers, community, etc.

Some of the most successful Greenhand Conferences are those that have been planned and considered before DOC and have plenty of time to make adjustments and practice before the conference itself.

DISTRICT EVENTS

CDEs and LDEs are great opportunities for district officers to interact with members. Each team has the opportunity to celebrate the hard work of the members and create the excitement to continue striving for excellence and self-improvement. Here are a few ideas for district officers to take advantage of these pre-organized meetings of their district's chapters!

- Announce results/hand out medals and plaques
- Organize group games during wait times
- Meet up with your chapter buddies
- Give updates about recent association work/news
- Announce approaching deadlines and opportunities (ie. Leader Lab, WLC, etc)

Another way district officers engage their districts is by organizing district social activities or service events outside of CDEs or LDEs. When the activity is tailored to fit the specific needs of a district, then involvement and sense of community increases. Ideas for district activities are as unique as every team but some starting examples are:

- Meal packaging events
- Kickball/dodgeball/other sporting tournaments
- Card/game nights
- Dances
- And so much more!

Member Development cont.

FFA WEEK

As a district officer, FFA Week is an opportunity to attend chapter events throughout the week. There are usually breakfasts, evening events, community gatherings, and more that chapters organize for FFA Week. District officers should take the initiative to be a part of these events! Officers often have a lot going on in their home chapters related to FFA Week, but this could also be an opportunity to develop and grow others at multiple levels throughout our organization. Find an opportunity to be more involved with events at the district level, even if it means having a packed schedule in February. Just a few example opportunities could include:

- Offering a workshop to a chapter in the evening
- Acting as a host to community members at other chapters' events
- Delivering a welcome at a community gathering
- Hanging out with another chapter and getting to know their members at a fun event

DISTRICT CELEBRATION/BANQUET

As one of the most widely known responsibilities of a district officer, the District Celebration or Banquet opportunity is often a capstone to your year as an officer. It is an opportunity for your team to recognize the good work of the members in your district through all they have accomplished in the year. This celebration does not define your year of service, but with hard work and planning, it can be a representation of what you're capable of. Work with your team to identify common issues and opportunities between your banquet experiences and find ways to provide a highly polished and professional event while also making it unique and exciting for members and guests alike!

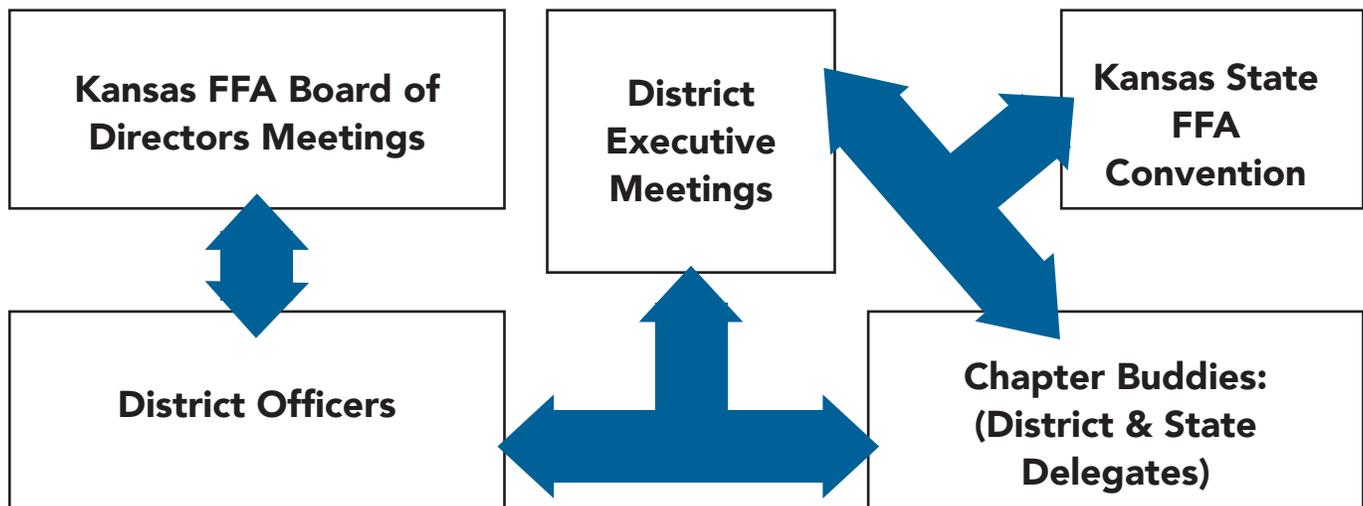


Association Work:



INFORMATION FLOW:

As district officers, there is a call to action to ensure that members of the district are well informed on the business of the state association and of the district and vice versa.



The above graphic illustrates the central role district officers play in the exchange of information within the Kansas FFA Association. The information gathered at the Kansas FFA Board of Directors meetings is important to the heart of FFA. As a district officer, it is important that chapters know this information so they can make informed choices as the need arises. It is also important for members to have access to this information. Here are some things to consider:

- Create effective methods of communication with members in your district (i.e district executive committees, buddy systems, etc..)
- Encourage members to subscribe and review the state newsletter for up-to-date association information and events
- Encourage the use of emails that won't reject messages from the Kansas FFA Association and other outside sources
 - Consider speaking with school administration to open school emails to receive information sent from the state office (school email systems have a history of blocking out mass emails from outside the district, for good reason. A quick discussion with the school's IT people could exempt Kansas FFA.)

Association Work cont.

STATE BOARD OF DIRECTORS MEETINGS

The association's quarterly Board of Directors meetings are an opportunity to enact change and drive the association forward to better create positive experiences for student members. Any district is allowed to propose items at meetings, preferably via the Kansas FFA Office well in advance. Therefore, district officers should make it a priority to communicate with their chapters and discover what the current and potential future needs of their district may be. While the State Office may have some items to be proposed at Board of Directors meeting, much of our work is to improve the experiences offered at the chapter level. Those who can attend the meetings are:

- All district officers
- Any adult members of the Board
- FFA members

At the meetings, anyone may discuss the topic at hand and offer insight, opinions, or facts, however, only the designated voting members may make motions, second motions, and vote. Although it is not mandatory that all officers attend every meeting, district officer teams would benefit their district by attending meetings. It is advised that at least one or two individuals be present to offer the opinions and insights of that district when it comes to voting. In fact, district officers are preferred and highly encouraged to contribute discussion and make applicable motions!

OPPORTUNITY PROMOTION

There are so many development opportunities at all levels of FFA that many members never even know about before it's too late. These conferences and events grow the personal character and leadership of attendees. The events below are all opportunities within Kansas FFA that district officers can help promote to chapters to foster experiences of growth and development.

- District LDEs
- Chapter Leadership Training (CLT)
- Leader Lab
- State Convention
- National Convention
- Washington Leadership Conference (WLC)

With district officers' help, no member should miss out simply because they never knew their options. District officers should help promote these opportunities so all members know about the potential experiences offered to them and it can be as easy as texting a chapter officer team saying, "Hey, everyone got their Leader Lab registrations in? Hope to see you there!"

HOW WILL YOU KNOW WHEN YOU HAVE DONE A GOOD JOB?

You are successful when the district meets its goals because of your efforts and those of the chapters served. In today's world, an outstanding district officer usually has these qualities and understands the value of this service for the chapters in the district:

- Is a ready recruiter; doesn't try to do it all alone
- Inspires confidence and builds morale to a new high
- Places district FFA responsibilities near the top of his or her community service activities
- Follows through on plans and responsibilities
- Believes in the agricultural education model, FFA and its mission and principles
- Has a practical knowledge of agricultural education or can obtain this knowledge
- Is assertive but gets along well with people
- Can convince other students, teachers and community leaders of the value of agricultural education/FFA for their community and ask them for support
- Can locate and recruit other people to take part in support of FFA
- Is always working to involve others in giving of their time, talents, and treasures
- Can enjoy every aspect of a district officer's efforts



PREPARE FOR A YEAR OF SERVICE



Eligibility and Requirements
Selection Process
Costs and Expenses

Eligibility and Requirements

Before running for district office, members should ensure they achieve these requirements:

- Earn their Chapter FFA Degree
- Possess and maintain active student FFA membership through their term of office
- Have means of transportation and be willing to travel

Many aspiring district officer candidates are eligible to run the spring of their sophomore year, and most by spring of junior year. All of these requirements ensure a member's foundation for a successful year as a district officer.

Selection Process

Each district holds separate selection processes for the election of a new district officer team. Most commonly, the district constitutions state that the district officer team is advised by an agriculture educator and composed of six student leaders:

- President
- Vice President
- Secretary
- Treasurer
- Reporter
- Sentinel

Each district's process for selecting candidates for specific offices differs (see district constitutions under "Resources"), but no matter their district, candidates would benefit from investigating and knowing about their process. Most often, districts will follow a general path to district officer election that looks something like this:

Written applications ---> Interviews ---> Speeches ---> Voting

Candidates should learn how their district's process operates and work hard to prepare!

As district officers explore ways to improve selection processes, member experience, district advisor selection, interviewer expertise and knowledge, and overall process integrity, they are tasked with resolving the following topics for the future:

- Uniform, transparent, and impartial processes
- Guidance and training for individuals running or volunteering with the selection process

Selection Process cont.

To help resolve these issues, included in the Resources section of this handbook is a sample rubric that district officers and advisors may use if they feel it may simplify and/or organize their selection process. Other ideas to consider for selection days include:

- Providing volunteers, especially new ones, with an agenda for the day that includes expectations and explanation of effective selection “best practices.”
- Prepare a formal application with clear definitions of what’s being asked and how it’s scored/reviewed. Also consider sending the applications to volunteers beforehand.
- Review standards set for the selection of a district officer team to create uniformity

Costs and Expenses

As with any positive experience, there are some costs (both actual and opportunity) associated with service as a district officer. A district officer may be asked to attend events at chapters around their district or travel for state events requiring officers to develop scheduling and prioritization skills. There may be times when a district officer has two different events at the same time. District officers are encouraged to grow and develop the right set of skills when it comes to commitments, scheduling, responsibility, and professionalism.

Monetarily, districts do get a portion of their chapters’ dues to serve as an annual budget, and therefore may or may not be able to subsidize their district officer team. For Greenhand Conferences, district recognition events, workshop materials, travel expenses, and district community-building activities, districts are self-sustaining and provide their own funds. There are fundraising opportunities and the Kansas FFA Foundation Director is a resource for fundraising ideas.

Some extra ideas for fundraising may include:

- Securing a Living to Serve grant from National FFA
- Gaining corporate sponsorship
- Selling a district t-shirt
- Putting on a district-wide fundraiser



YEAR OF SERVICE



Year Timeline

Year of Service:

MARK YOUR CALENDAR

Included below is a table that briefly outlines the main events that most district officers can look forward to attending during their year of service. These events are subject to change. Officers and supporters are encouraged to plan far in advance and mark their calendars for their year's specific dates to avoid conflicts.

DATES

State Convention	Week of Memorial Day	Manhattan	District officers volunteer at convention as room monitors, LDE timers, event hosts/assistants, and other roles. Contact the Convention Coordinator or Ms. Kane for volunteer opportunities.
Chapter Leadership Training (CLT)	Early July	Locations across Kansas	Officers advertise and encourage attendance prior to the conference. At the conference, officers can host district meetings to build district community and engage with chapter leaders. Districts can also use this time to introduce themselves, make connections, promote future district events, and advertise availability for chapter events throughout the year.
K-ACTE/KAAE Summer Conference	Late July	TBA	District officers can attend the K-ACTE Conference and represent FFA alongside other CTSO organizations. Officers deliver a prepared presentation, aide workshop presenters, and converse with other technical educators from across the state.
District Officers Conference	Early August	Salina	All district officers meet and learn from the state officers, national officer candidate, and facilitators. Content is centered around leadership development, team dynamics, and district officer skills like facilitation. DOC is one of the best opportunities for DOs to learn essential skills, grow personally, and make connections across the association. All officers attend.

Year of Service cont.:

DATES

Kansas State Fair	Mid September	Hutchinson	Districts sign up to work a day at the Kansas State Fair alongside a state officer and chapter members. Responsibilities include ag/ag ed advocacy, engaging with passerby, and facility/animal care.
Greenhand Conference	Decided by Districts (September/October)	Located within the district	Officers' chance to design and execute their very own conference. Teams get to interact with members, share about agriculture education, and intentionally develop premier leadership, personal growth, and career success in students new to agriculture education FFA.
Chapter Visits	As Planned	As Planned	See "Member Development section for more information.
District Events	As Planned	As Planned	See "Member Development section for more information.
Kansas FFA Board of Directors Meetings	June August December March	Locations to be determined	Meetings where stakeholders, all district officers included, shape the future of our state association. Officers are encouraged to attend, ensuring at least one officer present as a voting representative. It has been proven that more dynamic conversations can be had with a larger presence of members.
DO Checkpoint	Late January/ Early February	At location in the district	Date should be secured by district at the December Board of Directors meeting. During the Checkpoint the team will pick up technical skills needed for success. The focus lies on team dynamics, preparation for district banquet and transition out of a year of service.
National FFA Week	Week of George Washington's Birthday	Across Kansas	There are countless ways to get involved with chapters in your district as well as promoting and celebrate FFA and the ag industry. Officers should seek out opportunities to visit and attend FFA week events across their district.
District Banquet/Celebration	Decided by Districts (March/April)	Located within the district	A final event your team holds that celebrates the success of the members within the district and installs a new set of district leaders for the coming year.

MYTHS AND FACTS

MYTH: Only high school juniors can get elected to district office.

FACT: While age can affect the amount of experiences you've been exposed to, age does not determine if you become a district officer. Candidates who have a desire to serve the FFA and demonstrate strong leadership capabilities will make excellent district officers regardless of age.

MYTH: District office is only for members who are hoping to run for state office.

FACT: Out of the 42 district officers across the state each year, only a handful go on to run for state office. Serving as a district officer is an excellent way to give back to FFA and to develop your leadership potential while meeting new friends across the state. District office is not simply a stepping stone for state office, rather district office is its own separate experience.

MYTH: Previous district officers will always be re-elected.

FACT: Nothing guarantees re-election to district office. What really matters is how the candidate performs in the selection process and if their willingness to serve is clearly displayed. Serving as a district officer can strengthen a candidate's qualities, but previous election is not a free ticket into another term.

MYTH: District officers do not have time for sports, work, etc.

FACT: While district office does add another layer of FFA responsibilities, it is certainly possible to be active in plenty of activities outside of FFA. Many district officers take dual enrollment classes, go out for athletic teams, work a part-time job, and/or participate in other high school activities. However, prioritizing your life based on your commitments and their importance is key to thriving as a district officer and a high school upperclassman.

MYTH: Serving as a chapter officer is required to become a district officer.

FACT: The objective of district office is to serve as a leader for members and advisors in your district and community. Chapter office can help expand your leadership ability, but so can other areas of involvement. The key to district office is to showcase the skills and qualities of leadership you possess- regardless of your background.

DISTRICT ADVISORS



First of all, thank you. Most district advisors have no say in taking on the mantle for a year and your year of service should be no less fulfilling than your new team's.

As a district advisor, the duties are similar to those at the chapter level, but with a more hands-off approach. The district advisor often aids in leadership training/experiences, planning of the district calendar, and assisting at events.

However, the district advisor should not be completing the goals of the district officer team by themselves. When a district team sets a goal, the advisor should assist in the planning by providing insight on relevant matters and help determine the probable success of the event without impeding the growth and success of the district officer team. The advisor may help when necessary and should be available for discussion on events and goals.

Despite the negative stigma, being district advisor is an awesome opportunity. It may require a few more to-do lists, but you get to be instrumental in developing some of the best young people our organization offers. You get to bond with members from other schools and district officer teams are often some of the most fun teams members serve on. Take pride in your role in that and serve as a trusted and encouraging resource for those members. You are a much valued and appreciated member of the district officer team as the students that serve alongside you.

District advisors are encouraged to set up their successors for success as much as possible. This includes encouraging and/or facilitating a transition meeting with the new team and advisor and encouraging their own team to think about how to best set up their own transition out of office to leave the district with as much forward momentum as possible.

RESOURCES

FFA CODE OF ETHICS

While districts may or may not have their own Code of Ethics/Conduct, the following are retrieved from the National FFA website (ffa.org) for the National FFA Code of Ethics:

FFA members conduct themselves at all times to be a credit to their organization, chapter, school, community and family. FFA members pledge to:

1. Develop my potential for premier leadership, personal growth and career success.
2. Make a positive difference in the lives of others.
3. Dress neatly and appropriately for the occasion.
4. Respect the rights of others and their property.
5. Be courteous, honest and fair with others.
6. Communicate in an appropriate, purposeful and positive manner.
7. Demonstrate good sportsmanship by being modest in winning and generous in defeat.
8. Make myself aware of FFA programs and activities and be an active participant.
9. Conduct and value a supervised agricultural experience program.
10. Strive to establish and enhance my skills through agricultural education in order to enter a successful career.
11. Appreciate and promote diversity in our organization.

Adopted by the Delegates at the 1952 National FFA Convention. Revised by the Delegates at the 1995 National FFA Convention.

And from the Kansas FFA Constitution:

Article IV. Code of Ethics

Section A

Kansas FFA Association expects their members to abide by the FFA Code of Ethics and to wear their FFA jacket properly while attending local, district, state and national FFA activities. This includes abstaining from the use of tobacco, alcoholic beverages and drugs as well as always showing respect for other people's property.

Section B

If a chapter becomes flagrant for misconduct, additional measures may be taken by the FFA Board of Directors.

Should there be any further questions about conduct expected of Kansas FFA and its district officers, members, or state officers, please refer to the association's Executive Secretary, and bring all grievances before the Kansas FFA Executive Meeting at the next regularly scheduled meeting. District grievances are often more than likely outlined in the district's constitution.

RESOURCES

Sample Rubric

Here is a link to an example, generic district officer selection rubric. Each district may have their own. This link serves as a general example for candidates and resource for selection day coordinators seeking to develop a selection rubric if their district does not currently have one.

[Sample Rubric.docx](#) (Digital version only)

State and District Constitutions

The District and State Constitutions are linked below that can be accessed as a resource. If your district constitution is not in the folder, please send it to the association's executive secretary.

[District Constitutions](#) (Digital version only)



PRACTICE INTERVIEW QUESTIONS FOR DISTRICT OFFICERS:

1. Describe a current agriculture issue impacting your SAE.
2. Describe your SAE and two goals you are working to accomplish through it.
3. How would you explain and describe FFA and Ag. Ed. To someone who is unfamiliar and unaware of their purposes?
4. What new skills have you learned from your SAE. Explain how they will help you in your future.
5. Explain the school based agricultural education model.
6. What is the purpose of FFA?
7. Describe a time when you had to take work home or put in long hours to complete an assignment on schedule. What could you have done differently to better manage your time?
8. Tell me about a time when you organized a team to accomplish a specific project. What was the result?
9. Describe what you have gained by being a member of the FFA and how that will influence your ability to serve others?
10. How do you maintain classroom expectations while managing your involvement in non-classroom activities?
11. Name one leadership experience you have had and how that has allowed you to grow as a leader.
12. Describe a time when your leadership positively impacted another person.
13. Give an example of a time when you have encountered a challenge and how you overcame it.
14. Being elected to district office, you would be a role model throughout the District. Describe how you could be a role model.
15. Give an example of someone you consider to be a leader. Explain why you consider them to be a leader.
16. What do you feel is missing from the district and what would you do about it?
17. Tell us about the time in your life when you felt the most dedicated to something.
18. How do you hope to grow as a leader next year if you are elected to office?
19. Assume you were elected to District Office, your team has scheduled a meeting the same night you have another activity (Ex: sporting event, band concert, etc...). How would you resolve this conflict?
20. Name and explain 3 characteristics that describe yourself.
21. Tell us about a time a weakness has challenged you and how you overcame it?
22. If elected to District Office, you may have to make choices. Explain how you prioritize your responsibilities and duties.
23. Describe a time when you have gone against the crowd to stand up for what you believe.
24. Does leadership come with a title? Explain your answer.
25. Define leadership. (Pause for response then ask) How do you fit into that definition?
26. How have you served your local community and why did you choose to do this service?
27. How have you exemplified the FFA's mission statement?
28. Describe a time you accepted and grew from criticism?
29. Tell us about one time you put team before self.
30. Describe a time when you have used your character to influence others?

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