

INSTRUCTIONS

(completed Application with required documents is due
ELECTRONICALLY no later than 5:00 p.m. on February 26st)

Advisors & Candidates

Please review the State Officer Handbook, Application and Agreement thoroughly.

Expectations for State FFA Officers are high and it is of utmost importance that Candidates understand fully these expectations.

The State FFA Officer Application is electronic, and the following items must be uploaded at the end of the application. Each of these should be labeled with the applicant's name and what the item is. (John Doe-Signature Page, etc)

1. Signature Page (must be printed, physically signed, scanned and uploaded)
2. State Degree Application
3. Photo of the Applicant
4. Biography of Applicant
 - a. guidelines must be followed Ariel-11 font, up to 400 words total
 - b. example below in this document
5. Letter of Application (example below in this document)

The Advisor's Recommendation is a separate electronic form to maintain its confidentiality. (DUE FEBRUARY 26 by 5:00 p.m.)

If a 2nd Advisor's Recommendation is needed for a candidate who is selected to advance to State Interviews. It is also to be completed electronically to maintain confidentiality. (DUE by 5:00 p.m. within 5 (five) days after the Area Interview)

Each Area FFA Association determines the time, date, location and any additional requirements for the interviews to select their candidates to attend the state selection.

- 1 Check with your local FFA Advisor, the Area MVATA President or the Area FFA Advisor regarding additional information and the process used to select candidates at the area level. (i.e. The State Officer interview process is slightly different in each area.)
- 2 Advisor Recommendation due February 26 via the electronic form titled: Advisor Recommendation for State Officer Candidate.
- 3 State FFA Officer Application will ask for the following information. Have the following information available when you start your application. It can be saved so you can complete it later the following items on or before February 26.
 - a. Personal contact (applicant, advisor & parents)
 - b. New Officer Activity Dates
 - c. Jacket and Shirt Order Form
 - d. Future Plans
 - e. FFA Chapter and School information
 - f. All attachments listed above

SAMPLE

Zachary Morefield

State FFA Officer Candidate Biography

Area 2 District NW

Zachary Morefield will be a 2025 graduate of North Harrison High School and is a member of the North Harrison FFA Chapter. Zachary's Supervised Agricultural Experience program (SAEP) consists of a herd of registered Angus cattle from which he raises seedstock to sell to a local customer base. In addition to his entrepreneurship SAEP, he also works placement in his family's backgrounding feedlot operation, and at the local sale barn.

Zachary has served as Chapter President, Vice President and Treasurer of the North Harrison FFA Chapter and as the Vice President of the Area 2 FFA Association.

He has participated in the FFA Creed Speaking contest where he won the state competition and was a national semifinalist in the Creed Speaking Contest in 2022. Zachary also placed first in the Missouri Cattleman's State Public Speaking Contest. He has participated at the state level in Dairy and Livestock Evaluation and was recognized as a Group I individual rating in each contest.

Zachary was selected as the Area 2 Star in Placement and placed first in Area 2 with his Wildlife Management Proficiency application. He also won an Area Proficiency Award in Environmental Science Placement. He is a 2023 graduate of the Missouri Agribusiness Academy. At the chapter level Zachary has been selected as Star Greenhand, Farmer, and Agribusinessman.

In his local high school Zachary has been elected Senior Class President, and the Vice President of National Honor Society and Student Council. He has participated in basketball, golf, band, orchestra, and was recently selected as one of Missouri's two delegates to the United States Senate Youth Program in Washington DC. Zachary was a 4-H member for six years and has worked as the Missouri Beef Ambassador. He is on the Missouri Jr. Cattleman's Board of Directors and is the Missouri Jr. Angus Association Vice President. As a church member Zachary serves as a Deacon, is an active member of various operation committees, and frequently helps with Bible school and the community youth group.

Zachary plans to attend the University of Missouri-Columbia where he will pursue a major in Agriculture Education. After graduation he plans to become actively involved in the Agriculture Industry through his own production agriculture operation and would eventually like to work in government and agriculture policy.

Please type letter and attach as separate upload to the application where indicated. It can be PDF or Word

Letter of Application

A letter of application is usually your first introduction when applying for a position with an organization. The letter of application should give the reader a reason to look at your resume and/or application. There are several common components to include in your letter of application. They are listed below. A successful letter of application will articulately and passionately address why you desire to serve as a state officer in **500 words or less and should be single spaced.**

Some components to consider in your letter of application:

- 1) Date of letter
- 2) Address letter to
State Officer Nominating Committee Members; 205 Jefferson St. Jefferson City, MO 65102
- 3) Introductory paragraph
- 4) Paragraph about your background or experience which you believe qualifies you for the responsibility of the state office.
- 5) One to two paragraphs addressing why you desire to serve as a state officer.
- 6) A concluding paragraph moving the reader to consider you.
- 7) Appropriate closing and typed name (as signature).

Important information if you are selected as a finalist for State FFA Officer

CONGRATULATIONS on being selected as a finalist for State FFA Officer!!!!

IT IS IMPORTANT YOU UNDERSTAND THIS INFORMATION!

- _____ 1. Thoroughly read the officer agreement and understand the commitment you have made to the Missouri FFA.
- _____ 2. **Secure a 2nd recommendation** from a FFA Advisor at a different school than your own. This recommendation should be completed by the other advisor electronically and submitted. You have 5 business days to for this task to be completed. The form can be found on the _____
- _____ 3. You will have another interview prior to State FFA Convention. This interview will occur on **Friday, April 11 and Saturday, April 12, 2025**. You and your advisor will be notified via email of the final agenda including location and times.
- _____ 4. The preliminary round portion will occur on **Friday, April 11, 2025**, which includes a personal interview, written test, writing exercise, and a stand & deliver activity. Starting times will be staggered so all candidates will not have to wait all day. These times will be included in the agenda sent to you.
- _____ 5. In the **evening (Friday, April 11, 2025)** following the preliminary round there be a dinner and program for all candidates that interview. Information will be in the email sent to you.
- _____ 6. Hotel rooms will be available for you the evening of April 11th. Please notify the executive secretary by **Friday, March 21** if you the candidate will be utilizing the hotel room. This expense is part of the fee that your chapter will pay. Advisors and/or parents will be responsible for their own lodging if needed.
- _____ 7. On **Saturday morning, April 12th**, during a breakfast reception those advancing will be announced. Those selected (approx. 20-22) will need to be in attendance for remainder of the day for interviews which will include a group and/or facilitation activity, another personal round, and possibly a third activity if warranted by the nominating committee. Those not selected will be free to leave following the announcement.
- _____ 8. During the **afternoon of Saturday, April 12th** (TBD), the nominating committee will announce the final sixteen selected to be Missouri State FFA Officers. President, 1st Vice President, and Secretary WILL NOT be announced until the business session at State FFA Convention on Thursday, April 24, 2025.

If you have any questions you can contact:

By email teresa.briscoe@dese.mo.gov or 573-751-8578 (O) or 660-651-4848 (C).