



# State Officer Commitment and Support Verification Form

If elected to a State Office for SkillsUSA North Dakota, I agree to:

- Be enrolled in a Career & Technical Education program for the duration of my officer term. This enrollment must be in a Trade, Industry & Technical Education, Health Sciences Education program or Information Technology program.
- Represent our State Association to the very best of my ability and abide by the Code of Conduct.
- Promote the growth and development of local SkillsUSA ND Chapters.
- Learn the duties of my office.
- Demonstrate at all time, through my attitude, appearance and actions, the positive advantages of membership in SkillsUSA.
- Attend all mandatory training and planning meetings i.e.: Officer Training in June, Fall Conference, State Conference and any meetings call by the State Director.
- I assure the SkillsUSA North Dakota Association that if at any time I will be unable to attend any of the required meetings or events due to an emergency situation, I will provide notice to the State Director as soon as possible.
- I understand that failure to attend required meetings and events, failure to perform the duties of my office, or failure to adhere to the SkillsUSA ND Code of Conduct could result in my dismissal from office.
- Maintain a minimum GPA of 2.0 in all courses.

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Officer Candidate

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Date

I understand the time, travel, and attire commitment which must be made by a state SkillsUSA officer and assure the SkillsUSA State Director that the officer will attend all required meetings, events and fulfill all duties of their office. I will assure that if the officer is unable to attend any meeting or events due to an emergency situation, the state officer will provide immediate notice to the State Director. Upon signing this form, I formally acknowledge my full commitment of the candidate and pledge my support to assist the candidate in fulfilling all requirements of their office should they be elected as an officer.

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Parent/Guardian Signature

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Date

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School Administrator Signature

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Date

Thank you for encouraging your student to step forward and seek a state officer position. The SkillsUSA ND State Officer Program provides tremendous opportunities for students to gain new leadership skills, learn critical thinking, improve their planning and organization skills, become stronger speakers, demonstrate initiative and much more. In short, it is a unique and valuable experience that we are excited to share with your students.

Along with the considerable benefits that come with being a state officer there are important responsibilities that officers take on and we need your help to ensure that students who plan to run for state office are aware of these responsibilities and, if elected, both you and they will ensure that those responsibilities are fulfilled.

As an advisor with a candidate and, if elected, a state officer the expectation is that you will:

- Chaperone State officers during required functions i.e.: Officer Training in June, State Conference, Fall Conference and any meetings arranged by the State Director.
- Make a personal commitment to cooperate with the State Advisor to ensure that your state officer fulfills all of their state officer responsibilities.
- Serve as an ongoing mentor to your state officer.
- Assist with the ongoing training of all officers.
- Check regularly to ensure your officer is maintaining the required GPA and report any failure to do so to State Advisor.

By signing this form you are making a commitment to your candidate/state officer and SkillsUSA North Dakota. Training and directing our state officers is a team effort and it is essential that the officer's advisor is a part of that team.

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Chapter Advisor

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Date



## Counselor Verification Form

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Candidate's Name: \_\_\_\_\_

Name of School: \_\_\_\_\_

Program of Study: \_\_\_\_\_

This candidate has one or more years left in a Career & Technical Education program:  Yes  No

This candidate has a GPA of 2.0 or above:  Yes  No

\_\_\_\_\_  
Counselor Name (Print)

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date