New Mexico FFA
2020 State Officer Selection Process

Nominating Committee Member Handbook

IMPORTANT INFORMATION:

*THE COMMITTEE will consist of two members from each district for a total of 12 members. Two adult advisors will be appointed to oversee the scoring process. The past state president and secretary will serve as Nominating Committee Co-Chairs and organize, prepare, and facilitate the entire process.

*ARRIVAL AND DEPARTURE: Nominating Committee members will meet in the Corbett Center in the Dona Ana room at 3:00pm, Sunday, May 31, 2020. After all interviews and deliberations are completed Tuesday evening, Nom Com members will be released to home chapters.

*HOTEL INFORMATION: Nominating Committee Members will be provided with hotel rooms at the Comfort Suites on Triviz Drive for Sunday and Monday. They will be expected to make hotel arrangements with their chapter for the duration of convention.

*TRAINING will take place Sunday and Monday with the Nom Com Chairs. It is important that committee members be ready to learn and dedicated to understanding the scoring process.

*MONDAY AND TUESDAY will be very busy, long days. However, your service to the New Mexico FFA Association will help select the 2020-2021 FFA State Officer Team. Please bring an unbiased opinion, positive attitude, and willingness to work hard.

*MEALS AND SNACKS will be provided Sunday – Tuesday. However, members should have lunch eaten before they arrive Sunday for training. All other materials for the nominating committee members will also be provided.

*OFFICIAL DRESS will be worn during ALL rounds with candidates. Business Casual is expected for Sunday’s training.

*PHASES: The process will be conducted in two phases. All candidates will complete Phase 1 on Monday, June 1st. Scores will then be tabulated for phase 1; the top two highest scoring candidates for each district presidency, state secretary, and state president will be announced as finalists on the morning of Tuesday, June 2nd. Only finalists will proceed onto Phase 2 of the process.
*ELECTION PROCESS*: Of the final two candidates, one must receive a majority (51%) vote of the official voting delegates to be elected. The candidate *not* elected to the office of State President may choose to ‘roll down’ and be considered for the office of State Secretary, in which case there may be a run-off election among three total candidates. *Candidates who are seeking the office of State President and/or State Secretary are not eligible to be considered for a State Vice President/District President position.*

*IF COMPETING* double check times and ensure there are no schedule conflicts. If so, please inform one of the Nominating Committee Co-Chairs.

*RECOGNITION* of nominating committee members will be on stage in the Sixth General Session on Friday, June 5, 2020, at 8:30am during the nominating committee report.

*CONFIDENTIALITY-* Nominating Committee proceedings including, but not limited to: Results, scores, discussions, and deliberations are never to be disclosed outside of Nominating Committee activities or to Members/Individuals of which are not members of the Nominating Committee or Advisory Staff.

*Committee members who engage in disclosing Nominating Committee Information/Proceedings are subject to disciplinary action/possible suspension of membership.*

Members of the Nominating Committee are not allowed to speak on behalf of *any* candidate running for a New Mexico FFA State Officer Position.
TENTATIVE SCHEDULE

**SUNDAY, May 31, 2020**

3:00 PM  
Nominating Committee Arrives  
Dona Ana Room

3:00PM – 5:00PM  
Training  
Dona Ana Room

5:00PM – 6:00PM  
Dinner  
TBA

6:30PM – 9:00PM  
Training  
Dona Ana Room

9:00PM  
Hotel Check-In  
Comfort Suites on University

**MONDAY, JUNE 1, 2020**

8:30 AM  
Training/Application Grading  
Dona Ana Room

12:00 PM  
Candidates Arrive  
Senate Gallery

12:00 PM  
Nominating Committee Arrives  
Dona Ana Room

12:30 PM  
**PHASE 1**: Rounds 1-4 (All Candidates)  
Senate Gallery  
**Personal Round I, Media Round, One-On-One, Stand & Deliver**  
Dona Ana Room

7:00 PM  
Dinner with Committee & Candidates  
TBA

**TUESDAY, JUNE 2, 2020**

9:00 AM  
Nominating Committee Day 2  
Dona Ana Room

9:00 AM – 7:00 PM  
**PHASE 2**: Rounds 5-7 (Finalists Only)  
Senate Gallery/Chambers  
**Facilitation, Round Robin Issues, Personal Round II, Lunch & Dinner Provided**  
Facilitation Prep Rooms: Fountain, Quay, Senate Chambers
ROUNDS & PHASES

PHASE 1: Rounds 1-4
All candidates will complete Phase 1 on Monday, June 1st.

Round #1 – Personal Round I 6 minutes
*This is the candidates’ first chance to “introduce” themselves to the committee. It is important to make a positive and memorable first impression. Candidates will be asked three to four interview questions to elaborate on their goals, motivations, and/or desire to serve as a state officer.

Round #2 – Media Round 3 hours
*Throughout a state officer’s year, they may engage in radio and TV interviews with not only the interviewer, but a listening/watching audience. They will also be asked to write social media posts, blogs, and correspondence. The focus of the Media Round is on the candidate’s demonstration of either FFA or the New Mexico/agriculture education system areas of knowledge while conducting a meeting with an outside expert. It is also to see if the candidate can effectively communicate through their writing skills. The format in which the interview will be conducted (a skype call, TV interview, conference call, panel, ect.) will be decided by nom com co-chairs/the nominating committee. Like round robin, candidate will be given time to read the scenario and then conduct the interview. The nominating committee will not be in the room. Instead, this round will be recorded and viewed/scored by nom com at a later time.

Round #3 – One-on-Two Interviews 30 minutes
*Each candidate will be interviewed by two members of the nominating committee in a one-on-two setting for 5 minutes each. This round builds rapport with the candidates and will give an opportunity to evaluate key competencies.

Round #4 – Stand & Deliver Practicum 20 minutes to prepare; 5 minutes for the speech & 5 minutes for questions
*One topic regarding FFA current events and issues will be selected from the 10 topics that are listed on the NMFFA website in the State Officer Resource Page. Twenty minutes will be provided to prepare a 5 minute speech regarding the topic and 5 minutes will be used to answer questions from the nominating committee.
**PHASE 2: Rounds 5-7**

The top two highest scoring candidates for each district presidency, state secretary, and state president will be announced as finalists on the morning of Tuesday, June 2nd.

Only finalists will proceed on to Phase 2 of the process.

**Round #5 – Facilitation Practicum**

50 minutes to prepare;
10 minutes to present

*The facilitation round will measure the candidate’s ability to influence through presentation in front of a live audience. Candidates will have 50 minutes to plan, prepare, and organize a workshop, and will present the first 10 minutes to the nominating committee. MATERIALS WILL BE PROVIDED! One workshop theme will be pulled from the 10 topics that are listed on the NMFFA website in the State Officer Resource Page.*

**Round #6 – Round Robin Issues Conversation/Media**

30 minutes

*Candidates will be scored on their ability to carry on a conversation with various stakeholders influenced by the New Mexico FFA Association. Stakeholders will be portrayed as administrators, agriculture instructors, sponsors, media, and parents. There will be three 10 minute interviews that will be scored by the nominating committee.*

**Round #7 – Personal Round II**

10 minutes

*This round includes the final set of questions asked by the nominating committee to address the competencies of character, passion for success, influence, and team player. This round will last 10 minutes and will be with all of the six nominating committee members.*
SCORING

Nominating committee members will score candidates on the competencies of communication, team player, areas of knowledge, organization, character, passion for success, influence, and critical thinking. Each round will place emphasis on different competencies and will be explained in more detail on Sunday, May 31st.

<table>
<thead>
<tr>
<th>Competency</th>
<th>Weight</th>
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<tbody>
<tr>
<td>#1 – Communication</td>
<td>15%</td>
</tr>
<tr>
<td>#2 – Team Player</td>
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</tr>
<tr>
<td>#3 – Areas of Knowledge</td>
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</tr>
<tr>
<td>#4 – Organization</td>
<td>10%</td>
</tr>
<tr>
<td>#5 – Character</td>
<td>20%</td>
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<tr>
<td>#6 – Passion for Success</td>
<td>12.5%</td>
</tr>
<tr>
<td>#7 – Influence</td>
<td>12.5%</td>
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<tr>
<td>#8 – Critical Thinking</td>
<td>10%</td>
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