

New Mexico FFA 2023 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. Three 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 Las Cruces, NM (location TBA) at 3:00 PM, Friday, April 28, 2023.

***HOTEL INFORMATION:** Nominating Committee Members will be provided with hotel rooms in Las Cruces, NM for Friday-Monday.

***TRAINING** will take place Saturday with the Nom Com Chairs. It is important that committee members be ready to learn and dedicated to understanding the scoring process. *Chairs reserve the right to call a zoom meeting prior to the process to offer training.*

***SATURDAY-MONDAY** will be very busy, long days. However, your service to the New Mexico FFA Association will help select the 2023-2024 FFA State Officer Team. Please bring an unbiased opinion, positive attitude, and willingness to work hard.

***MEALS AND SNACKS** will be provided Saturday-Monday. However, members should have lunch eaten before they arrive Saturday 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.

Business Casual Dress Code- Pants should be nice dress pants that are not tight. Shirts should always be ironed and tucked in with a belt. Nice, closed toed shoes should be worn with casual team dress (no sandals). Shoes and belts should be similar throughout the team. Decide prior to each event which items of team dress will be required for the event.

***PHASES:** The process will be conducted in two phases. All candidates will complete Phase 1 on Saturday, April 29th. 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 evening of Saturday, April 29th. 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 recognized during the Sixth General Session of State Convention 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

Friday, April 28, 2023

12:00 PM	Nominating Committee Arrives	TBA
3:00PM – 5:00PM	Training	TBA
5:00PM – 6:00PM	Dinner	TBA
6:30PM – 9:00PM	Training	TBA
8:30 PM	Training/Application Grading	TBA
9:00PM	Hotel Check-In	TBA

Saturday, April 29, 2023

8:00 AM	Candidates Arrive	TBA
8:30 AM	Candidate Test	TBA
10:00 AM	PHASE 1: Rounds 1-4 (All Candidates) <i>Media Round</i> <i>Personal Round I</i> <i>One-On-One</i> <i>Stand & Deliver</i>	
12:00 PM	Lunch will be provided	
5-6:00 PM	Dinner with committee & candidates	
8:30 PM	Candidates Meeting (Option A) <i>Announcement of Finalists</i>	
10:00 PM	Finish, Curfew, Lights Out	

SUNDAY, April 29, 2023

8:00 AM	Candidates Meeting (Option B) <i>Announcement of Finalists</i>
9:00 AM – 7:00 PM	PHASE 2: Rounds 5-7 Presentations (Finalists Only) <i>Facilitation, Round Robin Issues, Personal Round II Lunch & Dinner Provided</i>
9:00AM – Noon	<i>Candidate Holding Room</i>
9:00AM - Noon	<i>Facilitation Prep Room 1 Facilitation Prep Room 2</i>
Noon	<i>Lunch</i>
1:00PM – 7PM	<i>Candidate Holding Room</i>

ROUNDS & PHASES

PHASE 1: Rounds 1-4

All candidates will complete Phase 1 on Friday, April 29, 2023.

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. Nom com will hold up a "1 minute" sign when the candidate has 1 minute to spare. Candidates will be cut off at 5 minutes if they do not finish. 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 will be announced as finalists on the morning of Sunday April 20, 2023. Any candidates averaging below a 2.0 (on a 5 point scale) will not advance.

Only finalists will proceed onto 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

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. Candidate will be given time to read a scenario for their interview. 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*.

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

ROUNDS & PHASES

PHASE 1: Rounds 1-4

All candidates will complete Phase 1 on Saturday, April 29th.

Round #1 – Personal Round I

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**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.*

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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 Sunday, April 30.

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

Round #5 – Facilitation Practicum

**20 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 20 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. In the media round, candidates will be scored on their ability to conduct themselves on the media. 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.*

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 Saturday, April 29th.

Competency**#1 – Communication****#2 – Team Player****Weight****15%****10%**

#3 – Areas of Knowledge	10%
#4 – Organization	10%
#5 – Character	20%
#6 – Passion for Success	12.5%
#7 – Influence	12.5%
#8 – Critical Thinking	10%