

BECOMING AN OHIO **DECA**[™] STATE OFFICER



**TIPS FOR RUNNING FOR OHIO DECA
EXECUTIVE OFFICER, POLICY ADVOCATE,
AND PUBLIC RELATIONS REPRESENTATIVE**

MANDATORY MEETING DATES

All meeting dates are mandatory (NO EXCEPTIONS). Being a state officer is a big commitment, and it is important that you make it a top priority.

EVENT	DATES
ICDC	APRIL 22-25, 2023
OFFICER TRAINING & EXECUTIVE COUNCIL MEETING	JUNE 9, 2023
OHIO DECA SUMMER LEADERSHIP RETREAT	JULY 14-17, 2023
OFFICER TRAINING	AUGUST 11-12, 2023
OFFICER TRAINING	OCTOBER 13, 2023
OFFICER TRAINING	NOVEMBER 10-11, 2023
OFFICER TRAINING	DECEMBER 8, 2023
OFFICER TRAINING	JANUARY 12-13, 2024
OFFICER TRAINING/SCREENING	FEBRUARY 9-10, 2024
OHIO DECA CDC	MARCH TBD

TIPS FROM YOUR CURRENT TEAM 79 STATE OFFICERS

My biggest piece of advice is to perfect and practice your speech as much as you can. It really sets a candidate apart when they are confident on the stage and know what they are saying. I would recommend going on a stage before and practice walking around and talking at the same time- maybe even have your advisor talk over you or distract you. Additionally, I would record yourself saying your speech and then listen to it over and over again- I would do this in the car instead of listening to music sometimes. The speech aspect of this process is intimidating, but if you memorize and spend time to make sure it is a quality speech it will make a difference in your campaign.

**-ISABELLA LAMBRINIDES, PRESIDENT FROM COLERAIN
HIGH SCHOOL**



"My advice for anyone interested in running for state office is value the opportunity of networking in Ohio DECA. It can never hurt you to know more people and you never know if those are the people who can help you later on in life. Another big piece of advice is to do anything to set yourself apart from the other candidates. Whether that be in your interview at screening, or even onstage for your speech at CDC; what is going to make people choose you? Have some personality and don't be afraid to have fun with it!"

**-ALEXI MOORE, SECRETARY FROM GREAT OAKS HARRISON
HIGH SCHOOL**



My biggest advice would be to be yourself and remember the importance of trusting the process! It is so important to allow everyone to meet the real you throughout the election process. I promise that there is no better person to be than you! Let yourself shine through it all and you'll do great. If the nerves start to get to you remember, no matter what you did your best and the most important thing is that you learned something!

**-EMMA BERRY, EXECUTIVE OFFICER FROM NAPOLEON
HIGH SCHOOL**



My best advice would be to be yourself. While this may seem trivial, authenticity is essential in any leadership position. Making a connection with people you speak to/lead to goes a long way in making things run smoothly, and it's hard to strike up a great conversation if you're thinking so hard about how to act a certain way instead of just being yourself. That being said, still act professionally: i.e., if it's a habit of yours to say "lol" when you talk, maybe try to avoid saying it in this instance.

-WILLIAM DALTON, EXECUTIVE OFFICER FROM GREAT OAKS INDIAN HILL HIGH SCHOOL



Be as prepared as possible! It won't hurt to look over your interview questions, speech, etc. just one more time. Don't give up take it one step at a time. This is a huge step for your future so make sure you are preparing adequately. Don't be afraid to ask questions! Always network with people around you. You will find the most success when are authentically you, so don't pretend but rather just put your best foot forward.

-AUDREY SHANNON, EXECUTIVE OFFICER FROM ST MARY'S MEMORIAL HIGH SCHOOL



I have one word to say and that word is try. Taking that step in wanting to run to be a state officer all comes from a matter of trying. It's a uncomfortable thing to do at first, but its worth the work you put in, the people you meet, and the memories you make that will last a lifetime all because you were willing to try something new.

-CHARLESE FERRIS, POLICY ADVOCATE FROM LIMA SENIOR HIGH SCHOOL



The most important piece of advice I could give is to think about what you can offer to the team. Specifically for selected officers, think about what unique ideas and creative solutions that makes you the best candidate for the position. Highlight your strengths, and present your answers with the acronym STAR. This means to structure your answers by explaining the Situation, Task, Actions, Results.

-TRISHA CHIDAMBARAM, PUBLIC RELATIONS REPRESENTATIVE FROM GREAT OAKS SYCAMORE HIGH SCHOOL



GET PREPARED FOR SCREENING (2/4) ELECTED OFFICERS



OHIO DECA KNOWLEDGE TEST

THE FOLLOWING MATERIALS ARE RECOMMENDED RESOURCES

AS STUDENTS PREPARE FOR SCREENING:

OHIO DECA FACT SHEET - AVAILABLE AT

WWW.OHIODECA.ORG/STUDENTS

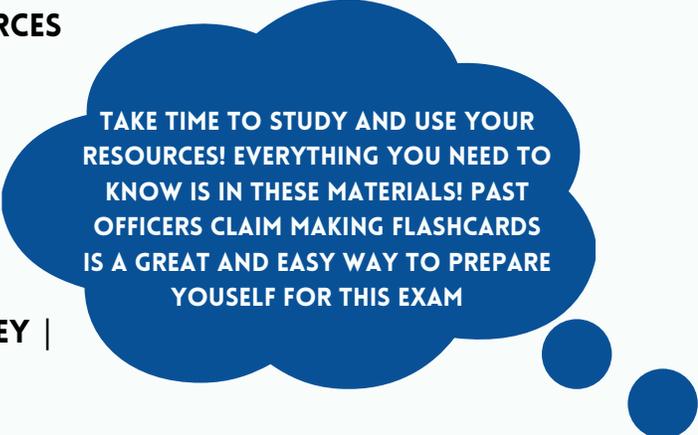
OHIO DECA WEBSITE | WWW.OHIODECA.ORG

DECA INC., WEBSITE | WWW.DECA.ORG

DECA INC. STUDENT LEADER RESOURCE GUIDE

THE 7 HABITS OF HIGHLY EFFECTIVE TEENS, BY SEAN COVEY |

PAGES 3-9 SPECIFICALLY



TAKE TIME TO STUDY AND USE YOUR RESOURCES! EVERYTHING YOU NEED TO KNOW IS IN THESE MATERIALS! PAST OFFICERS CLAIM MAKING FLASHCARDS IS A GREAT AND EASY WAY TO PREPARE YOURSELF FOR THIS EXAM

COLD SCRIPT READING

ELECTED OFFICER CANDIDATES WILL RECEIVE A ONE-PAGE SCRIPT, FROM WHICH THEY WILL BE EXPECTED TO READ WITHOUT SEEING IT PRIOR AND ANY REHEARSAL. THE PURPOSE OF THIS SCREENING COMPONENT IS TO SIMULATE THE OFFICER'S DUTIES OF LEADING CONFERENCES SUCH AS DISTRICTS AND CDC, AND WILL GIVE US A FEEL OF YOUR ABILITY TO RECITE A SCRIPT EFFECTIVELY WHILE STILL BEING ENGAGING WITH YOUR AUDIENCE.



OUR BEST ADVICE FOR THIS WOULD BE TO TAKE YOUR TIME! FEEL FREE TO TAKE PAUSES WHEN FITTING AND KEEP GOOD EYE CONTACT WITH YOUR AUDIENCE. TRY YOUR BEST TO NOT SPEAK TOO FAST AND TRY PACE YOURSELF. MAKE SURE YOU USE VOICE INFLECTIONS TO KEEP YOUR AUDIENCE ENGAGED!

CANDIDATES' PREPARED RESPONSE

NEXT PART OF THE SCREENING PROCESS FOR ELECTED CANDIDATES IS THE PREPARED RESPONSE. THIS GIVES THE PANEL A CHANCE TO HEAR YOUR OWN WORDS AND ALLOWS YOU TO SHARE YOUR OWN PERSONAL VISIONS FOR THE FUTURE OF OHIO DECA. CANDIDATES WILL PREPARE A 1-2 MINUTE SPEECH RESPONDING TO THE PROMPT: "HOW WOULD YOU DESCRIBE DECA TO A STRANGER? WHAT IS DECA? "

BE YOURSELF! THIS IS AN OPPORTUNITY TO SHOW YOUR PERSONALITY TO THE PANEL!

TRY TO FIND A WAY TO SET YOURSELF APART FROM OTHER CANDIDATES. WHAT MAKES YOU DIFFERENT?

SPEAK CLEARLY AND TAKE YOUR TIME. YES YOU ARE ON A TIME LIMIT, BUT YOU WANT TO MAKE SURE YOU ARE GETTING YOUR MESSAGE ACROSS EFFECTIVELY.

INTERVIEW

THE INTERVIEW PORTION CONSISTS OF THE JUDGES' QUESTIONS. DURING THIS SECTION, THE JUDGES ARE LOOKING TO LEARN MORE ABOUT YOUR DECA EXPERIENCE, LEADERSHIP ACTIVITIES, CAREER-TECHNICAL ACTIVITIES, AND OTHER ACTIVITIES YOU ARE INVOLVED IN.

THE PURPOSE OF THE INTERVIEW IS TO ALLOW THE JUDGES TO SEE WHO YOU ARE AS A PERSON. THEY WILL ASK YOU QUESTIONS IN ORDER TO GET TO KNOW YOU BETTER AND TO SEE YOUR LEADERSHIP SKILLS. THEY ARE ALSO TESTING YOUR ABILITY TO THINK ON YOUR FEET AND RESPOND THOROUGHLY TO A PROMPT. THE BEST ADVICE FOR THIS IS TO MAKE YOUR ANSWERS PERSONAL AND HAVE MEANING SO THAT YOU CAN CONNECT WITH THE JUDGES, AND SO THAT THEY CAN GET A FEEL FOR WHY YOU WOULD BE A GOOD FIT FOR THIS LEADERSHIP POSITION.



GET PREPARED FOR SCREENING (2/4)

POLICY ADVOCATE

FOR SELECTED OFFICERS, THE SCREENING PROCESS IS A LITTLE DIFFERENT. POLICY ADVOCATE CANDIDATES WILL PRESENT TO A PANEL OF JUDGES THEIR PLAN TO PROMOTE ADVOCACY FOR CAREER-TECHNICAL EDUCATION. THE PURPOSE OF THE PA ROLE IS TO CONNECT WITH OTHER CAREER TECHNICAL STUDENT ORGANIZATIONS AND MONITOR NEW LEGISLATION THAT COULD EFFECT OHIO DECA MEMBERS. PA CANDIDATE'S PRESENTATIONS MUST ANSWER THE PROMPT:

WHAT IS YOUR ADVOCACY PLAN FOR EXPLAINING TO ADMINISTRATORS, POLITICIANS AND STAKEHOLDERS THE BENEFITS OF PARTICIPATING IN CAREER TECHNICAL EDUCATION AND CAREER TECHNICAL STUDENT ORGANIZATIONS, LIKE DECA, IN OHIO?

DON'T BE AFRAID TO MESS UP, ONLY YOU KNOW WHAT YOU'RE GOING TO SAY. THINK OUTSIDE THE BOX WITH THE INTERVIEW QUESTIONS. STAND WITH CONFIDENCE AND SMILE BE ORIGINAL IN WHAT YOU SAY DURING THE SPEECH

**-CHARLESE FERRIS, TEAM 79
POLICY ADVOCATE**

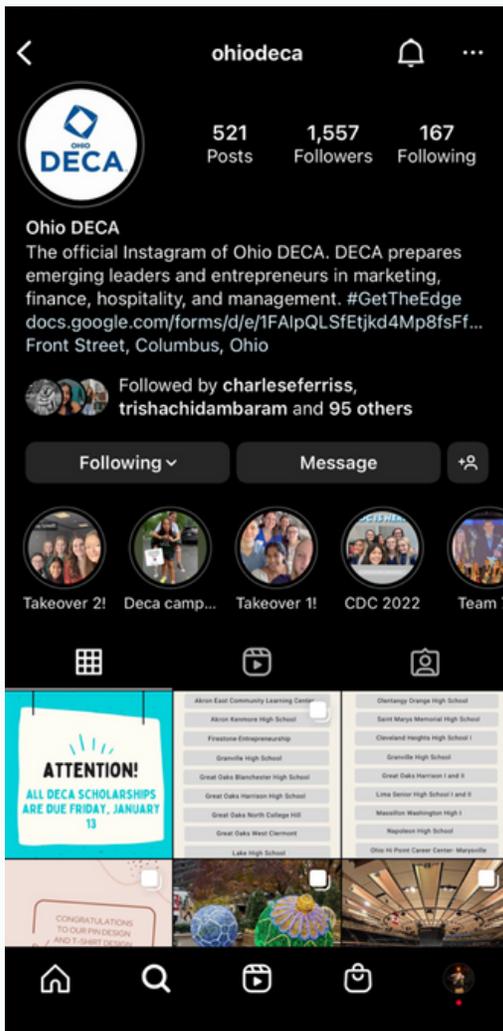


GET PREPARED FOR SCREENING (2/4)

PUBLIC RELATIONS

SIMILAR THE THE POLICY ADVOCATE, THE PUBLIC RELATIONS CANDIDATES WILL PRESENT TO A PANEL OF JUDGES THEIR PLAN TO BUILD BRAND AWARENESS FOR OHIO DECA FOR THE UPCOMING YEAR. THE PURPOSE OF THE PR REPRESENTATIVE IS TO ORGANIZE CAMPAIGNS AND HELP OHIO DECA MAKE AN IMPACT THROUGH SOCIAL MEDIA PLATFORMS SUCH AS INSTAGRAM, TWITTER, FACEBOOK, SNAPCHAT, AND THE OHIO DECA WEBSITE. DURING SCREENING, PUBLIC RELATIONS CANDIDATES' PRESENTATIONS MUST ANSWER THE PROMPT:

WHAT IS YOUR PUBLIC RELATIONS PLAN FOR OHIO DECA TO OBTAIN SUPPORT AND INVOLVEMENT FROM STUDENT MEMBERS, ADVISORS, AND PROFESSIONAL MEMBERS?



"THE MOST IMPORTANT THING IS TO MAKE A SOLID PLAN AND COME UP WITH SPECIFIC STEPS THAT YOU CAN COMPLETE IN ORDER TO SET YOUR PR PLAN IN ACTION. I ALSO RECOMMEND TALKING ABOUT WHY YOUR PLAN MAXIMIZES ENGAGEMENT WITH OHIO DECA, AND WHAT UNIQUE IDEAS YOU HAVE!"

-TRISHA CHIDAMBARAM, TEAM 79 PUBLIC RELATIONS REPRESENTATIVE

CDC ELECTION SESSION

ELECTED ONLY

THE ELECTION SESSION FOR ELECTED OFFICER CANDIDATES WILL TAKE PLACE IMMEDIATELY FOLLOWING OPENING SESSION ON MARCH 10TH, 2023. DURING THIS SESSION, EACH ELECTED CANDIDATE WILL BE CALLED UP TO THE STAGE, WHERE THEY WILL FIRST DELIVER THEIR 3-MINUTE SPEECH. AFTER ALL CANDIDATES HAVE GIVEN THEIR SPEECHES, THEN STARTS THE EXTEMPORANEOUS QUESTION ROUND, WHERE EACH CANDIDATE WILL PULL A QUESTION OUT OF A BAG AND BE EXPECTED TO ANSWER TO THE BEST OF THEIR ABILITY IN ORDER TO DEMONSTRATE CREATIVITY AND LEADERSHIP. AFTER THE SESSION HAS CONCLUDED, VOTING DELEGATES WILL THEN VOTE FOR THE 5 CANDIDATES THEY THINK WOULD BE THE BEST FIT TO REPRESENT OHIO DECA AND SERVE AS AN OFFICER ON TEAM 80.

ENGAGE WITH YOUR AUDIENCE AND BE INTERESTING TO LISTEN TO! THE VOTING DELEGATES ARE ALL HIGH SCHOOL DECA STUDENTS JUST LIKE YOU, SO PUT YOURSELF IN THEIR SHOES SO YOU KNOW HOW TO APPEAL TO THEM

SLOW DOWN! YES YOU ARE ON A TIME LIMIT, BUT YOU WANT TO MAKE SURE YOU ARE GETTING YOUR MESSAGE ACROSS CLEARLY SO THAT YOUR VOTING DELEGATES KNOW EXACTLY WHAT YOUR PLAN IS TO BETTER OHIO DECA

IF YOU MAKE A MISTAKE OR STUMBLE OVER A WORD, TAKE A BREATHE AND JUST KEEP GOING! NOBODY KNOWS WHAT YOUR SCRIPT IS EXCEPT YOU.

REALLY PAY ATTENTION TO THE TIME ASPECT OF THE SPEECH. PRACTICE PACING YOURSELF TO MAKE SURE YOU ARE KEEPIN UNDER THE TIME LIMIT . ALSO, TRY TO PRACTICE YOUR SPEECH FOR AUDIENCES PRIOR TO CDC, SUCH AS YOUR DECA CLASS OR A GROUP OF FRIENDS. THIS WILL HELP YOU WITH YOUR NERVES AND WILL ALLOW YOU TO BE MORE COMFORTABLE WHEN THE REAL ELECTION SESSION COMES

alzheimer's  association*

DURING OPENING SESSION AT CDC, THE OFFICER CANDIDATES, ALONG WITH SOME OF THE CURRENT OFFICERS, WILL BE EXPECTED TO PARTICIPATE IN THE MIRACLE MINUTE! CANDIDATES AND OFFICERS WILL GO OUT INTO THE AUDIENCE WITH BAGS TO COLLECT ANY DONATIONS THEY CAN FROM DECA MEMBERS AND ADVISORS TO RAISE MONEY FOR OUR COMMUNITY OUTREACH PARTNER THIS YEAR: THE ALZHEIMER ASSOCIATION. THIS MIRACLE MOMENT IS SO IMPACTFUL AND IS A GREAT OPPURTUNITY FOR OUR CANDIDATES TO PARTICIPATE IN! AFTER THE MINUTE IS OVER, CANDIDATES WILL RETURN BACK WITH THE BAGS OF DONATIONS THEY RAISED FOR THE ALZEIMHER'S ASSOCIATION.

CHECKLIST

TIME TO MAKE SURE YOU ARE 100% PREPARED FOR THE OFFICER ELECTION/SELECTION PROCESS!

- YOU HAVE READ THE STATE OFFICER CANDIDATE INFORMATION PACKET THOROUGHLY AND KNOW WHAT IS EXPECTED OF YOU DURING THIS PROCESS AND DURING YOUR TERM
- YOU HAVE COMPLETED AND SENT IN YOUR INTENT TO RUN FORM THAT IS DUE BY FEBRUARY 1, 2023. (GOOGLE FORM)
- STUDIED ALL THE MATERIALS NEEDED FOR THE OHIO DECA KNOWLEDGE TEST AND ARE PREPARED TO TAKE THE EXAM AT SCREENING ON FEBRUARY 4TH, 2023
- PREPARED YOUR RESPONSE SPEECH (ELECTED) OR YOUR PRESENTATIONS (SELECTED) FOR SCREENING ON FEBRUARY 4TH, 2023
- HAVE CHECKED YOUR SCHEDULE AND MADE SURE YOU HAVE NO CONFLICTS WITH THE REQUIRED MEETINGS AND ARE AWARE THAT FAILURE TO ATTEND A MEETING WILL RESULT IN DISMISSAL FROM THE STATE OFFICER TEAM
- READ AND ARE IN FULL UNDERSTANDING OF CAMPAIGNING RULES AND GUIDELINES (NO SOCIAL MEDIA)
- SELECTED A CURRENT, ACTIVE OHIO DECA MEMBER TO SERVE AS YOUR CAMPAIGN MANAGER (ELECTED ONLY)
- CREATED A CAMPAIGN THEME THAT SHOWS WHO YOU ARE AS A LEADER (ELECTED ONLY)
- DEVELOPED YOUR 3 MINUTE SPEECH THAT YOU WILL DELIVER DURING THE CDC ELECTION SESSION (ELECTED ONLY)



FAQ

Q: WHY DID YOU DECIDE TO RUN FOR DECA STATE OFFICE?

A: "I DECIDED TO RUN FOR STATE OFFICER AFTER I SAW THE OFFICERS AT MY DISTRICT COMPETITION IN 2021. I WAS REALLY TAKEN ABACK BY THE RESPONSIBILITY AND LEADERSHIP THEY HELD AND HOW THIS WOULD BE SOMETHING I'D LOVE TO ALSO DO. GENERALLY, I LIKE HELPING OTHERS, SO THIS SEEMED LIKE A NATURAL CONTINUATION OF THIS INCLINATION." -WILLIAM DALTON, EXECUTIVE OFFICER

Q: WHAT IS SOMETHING THAT'S SURPRISED YOU BEING A STATE OFFICER?

A: "I WOULD SAY THE IMMEDIATE SENSE OF FRIENDSHIP I FELT WITH THE OTHER STATE OFFICERS. AT FIRST, WHEN I WATCHED THE TEAM 78 STATE OFFICERS VIDEOS AT CDC, I THOUGHT THERE WAS NO WAY THEY WERE ACTUALLY THAT CLOSE, ETC. TURN OUT, I WAS WRONG. THE STATE OFFICER COMMUNITY IS TRULY ONE THAT IS EXTREMELY WELCOMING AND FUN TO BE A PART OF. WHILE YOU HAVE MANY RESPONSIBILITIES, YOU ALSO BUILD INVALUABLE RELATIONSHIPS WITH LIKE-MINDED PEOPLE FROM ALL OVER OHIO."- WILLIAM DALTON, EXECUTIVE OFFICER

Q: DO ALL CANDIDATES HAVE TO GIVE A SPEECH?

A: NO, ONLY OFFICERS RUNNING FOR ELECTED OFFICER POSITIONS GIVE SPEECHES. THE SPEECHES WILL BE DELIVERED AT CDC FOR THE VOTING DELEGATES DURING THE ELECTION SESSION AFTER OPENING CEREMONY.

Q: WHEN WILL I FIND OUT IF I WAS ACCEPTED ON THE OFFICER TEAM?

A: TEAM 80 WILL BE ANNOUNCED AT CDC DURING CLOSING CEREMONY ON MARCH 11TH.

Q: SHOULD MY SPEECH BE MEMORIZED?

A: NOTE CARDS ARE ALLOWED, HOWEVER IT IS IN YOUR BEST INTEREST TO NOT BE READING OFF YOUR PAPER WHILE DELIVERING YOUR SPEECH. A NOTE CARD WITH HINTS TO HELP MOVE YOU ALONG WORKS PERFECTLY, HOWEVER IF YOU WISH TO MEMORIZE YOUR SPEECH, BY ALL MEANS DO SO! IT'S UP TO WHAT YOU THINK WORKS BEST FOR YOU.

Q: WHAT SHOULD I WEAR?

A: ALWAYS DRESS FOR SUCCESS! A DECA BLAZER (IF YOU HAVE ACCESS TO ONE) AND BUSINESS PROFESSIONAL ATTIRE ARE FITTING FOR THESE EVENTS, UNLESS INSTRUCTED OTHERWISE.

**YOUR TEAM 79 OFFICERS
ARE SO EXCITED TO
MEET YOU**



**AND WE WISH YOU THE
BEST OF LUCK ON
YOUR CANDIDACY
SEE YOU SOON!**