



## Nevada Association of SkillsUSA State Officer Contract

As State Officer of the Nevada Association of SkillsUSA, you have a great responsibility to represent our organization. When you sign the State Officer Contract, it should be with the understanding that your obligations are important and so are the rewards of serving your fellow members. The Nevada Association is proud of all our students and by signing this contract you are simply reaffirming your dedication to the ideals of SkillsUSA.

**Time Commitment:** State Officers must be able to commit to attending the following events, at a minimum:

- (1) state officer in-state meetings and training sessions (2-3 per year);
- (2) national or regional training institutes, if applicable (4-8 days);
- (3) State Leadership Conference (3-4 days);
- (4) State Conference (4-5 days); and
- (5) others as assigned.

**Supervision:** Upon being elected and installed as a State Officer, supervision of officers becomes the responsibility of the Nevada SkillsUSA State Director or his/her designee. As well, State Officers are under the direct supervision and are the responsibility of the Nevada SkillsUSA State Director or his/her designee for all official SkillsUSA events in which State Officers are required to attend and perform the functions of their office. Official events include any event arranged by the Nevada Association of SkillsUSA and encompass travel to and from the event.

**Travel:** SkillsUSA events often require travel. As a State Officer, you will be required to travel with the officer team whenever possible. Travel to and from official events may be by bus, car, air or other means. While Nevada SkillsUSA will make every effort to arrange travel with an adult chaperone, there may be situations where a State Officer must travel alone. In these cases, arrangements will be made with parents to ensure student comfort and safety.

**Conduct:** State Officers are expected to adhere to a standard of conduct that can be looked up on by their peers as setting a standard for all members. Your conduct should be exemplary at all times because you will be meeting students, advisors, administrators and industry representatives.

As a State Officer, I agree to:

- Attend the required events of my office, as well as all activities which I am assigned. I will arrive on time, exhibit a positive attitude and represent SkillsUSA positively.
- Accept all SkillsUSA assignments and carry out those assignments to the best of my ability.
- Keep the state director or his/her designee informed of my whereabouts at all times during official event.
- Attend school each day it is in session, unless I am on an assignment for SkillsUSA or ill, and make up all work missed in classes.
- Maintain above average grades and submit transcripts if requested.

*Violations of these items could result in a warning and/or reprimand. Repeated violations may result in disqualification and removal from office. Infractions that happen while travelling may result in the student being sent home at his/her own expense.*

I will respect the office to which I am elected by exhibiting appropriate behavior throughout my tenure as a state officer, to include but not limited to:

- I will refrain from the use of alcoholic beverages and drugs (unless I have been ordered to take certain prescription drugs by a licensed physician, at which time I will always have the orders of the physician on my person).
- I will respect all authority.
- I will respect all public and private property, at all times.
- I will adhere to the dress code at all times required.
- I will respect the official SkillsUSA dress by not smoking while wearing it.
- Any personal content I post on a website, such as MySpace, Facebook, Instagram, Twitter, You Tube, etc. may be reviewed by authorized adults and any content deemed inappropriate will be removed.

*Violations of these items may be grounds for disqualification and suspension from the office. Infractions that happen while travelling may result in the student being sent home at his/her own expense.*



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When traveling:

- I will spend each night in the room of the hotel/motel to which I am assigned.
- I will not enter any sleeping room other than my own.
- I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.
- I will not leave the hotel/motel to which I am assigned without the express permission of the State Director or his/her designee; and, should I receive such permission, I will leave a written notice of where I will be.

*Violations of these items may be grounds for disqualification and suspension from the office. Infractions that happen while travelling may result in the student being sent home at his/her own expense.*

As a State Officer, I understand that I will forfeit my office if:

- I quit school, am suspended or expelled.
- I change my residence from the state I was elected in after the beginning of the school year.



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**Student**

I agree that if, for any reason, I am in violation of the Nevada SkillsUSA State Officer contract, I may be brought before the appropriate committee or board for an analysis of the violation. I further agree to accept the penalty imposed on me, with the understanding that all such actions are explained to me. Further I realize the severity of the penalty may increase with the severity of the violation, even to the extent of being sent home immediately at my own expense when traveling, or being removed from office. Proper notification of all violations and actions taken will be sent, as appropriate, to the State Department of Education, SkillsUSA Nevada Board of Directors, school and parents/guardians.

I understand and agree to all of the requirements and potential penalties, as outlined in the contract, that are associated with holding the position of Nevada SkillsUSA State Officer. By signing below, I agree to abide by these requirements and potential penalties if I am selected to serve as a State Officer.

Student Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

**Parent**

I understand and agree to all of the requirements of the Nevada SkillsUSA State Officer if my child is chosen to serve as a State Officer. I understand that my student, as a State Officer, will be under the direct supervision of the Nevada SkillsUSA State Director or his/her designee during official SkillsUSA events which includes providing transportation. I further understand that SkillsUSA will arrange travel to/from events, attempting in all cases to have two or more students travel together, but that at times my student may have to travel alone. In instances where this may be the case, Nevada SkillsUSA will notify me prior to the travel occurring.

Parent/Guardian Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

**School**

I have read the State Officer Contract and agree to provide support to the above named student to the best of my ability.

Date: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_ School Administrator Signature: \_\_\_\_\_