



IOWA

FFA ASSOCIATION

NATIONAL OFFICER CANDIDATE SELECTION

Table of Contents

<u>Section</u>	<u>Page</u>
Qualifications.....	2
Nominating Committee Procedures.....	2
Scoring Procedures.....	2
Interview Rounds Defined.....	3
Post-Interview Information.....	4
Suggested Interview Schedule.....	4
Resources.....	5

1055 SW Prairie Trail Pkwy
Ankeny, IA 50023
P: 515-965-7376
F: 515-965-7373
iowaffa.com

QUALIFICATIONS

1. Candidates to be considered for selection to be the National Officer Candidate must hold or will hold the American FFA Degree. Candidate may have already received the degree or will receive the degree at the convention in which the member interviews for National Office if selected as Iowa's Candidate.
2. Candidates must submit an application postmarked to the Enrichment Center on or before the deadline on the application.
3. Candidates must submit an introduction video in advance of interviews. The video shall be 2-4 minutes in length and must be submitted four (4) days in advance of interviews. The video should feature only the candidate and should encompass who the candidate is as well as their agriculture, FFA, and other experiences. The videography, editing, and content should be the work of only the candidate.

NOMINATING COMMITTEE PROCEDURES

1. State staff will establish a committee of up to five (5) members to serve on the nominating committee.
2. The committee of up to five (5) members will be selected within the following guidelines:
 - One (1) to two (2) committee members with National Officer Selection Process (NOSP) experience. The committee members are either former candidates or National Officer Nominating Committee members.
 - One (1) to two (2) committee members that are actively involved in agricultural education. The committee members are FFA Advisors, FFA Members, or FFA Alumni.
 - One (1) to two (2) committee members that are actively involved in the agricultural industry. The committee members are industry leaders, post-secondary educators, and retired professionals.
3. It is acceptable for committee members to serve multiple and/or consecutive years.
4. The interview agenda shall be determined by state staff. The committee shall formulate the questions and situations for the interviews.
5. The final selection shall be formulated by the nominating committee.

SCORING PROCEDURES

1. Each committee member has a copy of the score form for each candidate. The exam scores will need to be added once the instructors complete the evaluation.
2. Each committee member has a rubric sheet that provides points for each question in the interview rounds.
3. The following competencies will each be worth 20%:
 - Competency #1: COMMUNICATION
 - Competency #2: TEAM PLAYER
 - Competency #3: AREAS OF KNOWLEDGE
 - Competency #4: CHARACTER
 - Competency #5: INFLUENCE
4. These competencies are purely a guide to assist in narrowing the field. The final selection of the candidate should take more into consideration: personal human interaction, etc.
5. Any materials used in the interview process (notes, score sheets, applications, etc.) must be turned in at the conclusion of the process to be destroyed.
6. The competencies shall be evaluated as outlined below:
 - #1: COMMUNICATION
 - 1.1 – Non-Verbal Skills
 - 1.2 – Listening
 - 1.3 – Writing
 - 1.4 – Presentation skills
 - 1.5 – Conversation skills
 - #2: TEAM PLAYER
 - 2.1 – Work in Teams
 - 2.2 – Acceptance of differing views
 - 2.3 – Team Before Self/Coachable
 - 2.4 – Commitment to FFA

- 2.5 – Time management and planning
- 2.6 – Prioritization and initiative
- #3: AREAS OF KNOWLEDGE
 - 3.1 – Agriculture
 - 3.2 – FFA
 - 3.3 – American Education
 - 3.4 – Solving problems/critical thinking
 - 3.5 – Conducting research/lifelong learner
- #4: CHARACTER
 - 4.1 – Reliability/Integrity/Trust
- 4.2 – Adaptability/Flexibility
- 4.3 – Positive Attitude
- 4.4 – Sincerity/Compassion
- 4.5 – Maturity
- 4.6 – Work Ethic
- #5: INFLUENCE
 - 5.1 – Mentors and coaches others
 - 5.2 – Member representation
 - 5.3 – Self confidence
 - 5.4 – Energetic
 - 5.5 – Commitment to Service

INTERVIEW ROUNDS DEFINED

1. Round #1 – Personal Round

- A. In this one-on-committee format, candidates should capitalize on this time by making their first impression a lasting impression. All questions will be behavioral-based interview questions posed by the nominating committee. The questions will be posed to get to know the candidate's goals, motivations and/or desire serve, commitment, etc.
- B. Each candidate will have 6 minutes to answer 3-4 questions.

2. Round #2 – One On One

- A. The interview is focused on two objectives. First, this is an opportunity for individual committee members to develop rapport and get to know the candidates in a one-on-one setting. Second, this will provide an opportunity for evaluation of a number of targeted competency builders.
- B. This round will consist of up to a six (6) minute interview with each member of the nominating committee. Expect 2-4 questions during each interview. The candidates are to remain with the nominating committee member throughout the entire six minutes. Candidates are encouraged to engage in conversation with the respective nominating committee member during any extra time provided after the interview questions are asked.

3. Round #3 – Advocacy Stand and Deliver

- A. Candidates must consistently be knowledgeable and be able to verbally convey a message in front of a group or crowd. The topic will be relevant to the theme of FFA, American agriculture, or the American agricultural education system.
- B. When the candidate arrives to the preparation room, they will receive the topic and instructions regarding the setting and audience to which the speech will be directed. When preparing their speech, candidates should plan as if they are advocating for this topic and its supporting ideas. No materials will be allowed in the preparation room. Notecards, paper and pencil will be provided in the preparation room.
- C. Candidates will have 20 minutes in a private room to prepare for delivering a 5-minute speech. Following the speech, the nominating committee will have five (5) minutes to ask questions in relation to the topic and speech given.

4. Round #4 – Round Robin

- A. The focus of this round is to interact with agriculture industry professional(s) as national officers often do on industry visits, tours, dinner functions, and more.
- B. Candidates will receive a two to four (2-4) sentence prompt two minutes before entering the room. They will have eight (8) minutes to engage in conversation based on given prompt.
- C. All nominating committee members will be present in the room for observation and will score candidates on their knowledge in the given area, as well as their ability to carry a conversation with key stakeholders (agriculture industry professional).

5. Round #5 – Personal Round Two

- A. In this one-on-committee format, the nominating committee will ask their final set of 4-6 questions during this round.
- B. Each candidate will have 10 minutes to answer questions.

POST-INTERVIEW INFORMATION

1. The interview committee have deliberations to select Iowa's National Officer Candidate.
2. Feedback will be prepared for each candidate involved and shared respectively.
3. Candidates will be informed on the committee's selection as a group at the conclusion of the evening.

SUGGESTED INTERVIEW SCHEDULE

1. Nominating committee orientation and preparation a minimum of one (1) hour prior to interviews.
2. A minimum of two (2) hours dedicated to the interview process for a pool of two candidates. Three (3) candidates will need about three (3) hours, four (4) candidates will need about four (4) hours, etc.
3. A minimum of one (1) hour will be needed by the interview committee for deliberations and preparation of feedback to the candidate(s).
4. Approximately 30 minutes will be needed to deliver feedback to each candidate and announce Iowa's candidate for National FFA Office.

RESOURCES

1. National Officer Candidate Selection Competencies (In-state Process)
2. Example Schedule

National Officer Candidate Selection Competencies

Standard	Competency	Indicators				
COMMUNICATION	1.1 Non-verbal Skills	Tone	Eye Contact (Attention)	Mannerisms	Gestures	
	1.2 Listening Skills	Information Recall	Attention	Wait Time	Listening for Understanding	
	1.3 Writing Skills	Grammar	Spelling	Structure		
	1.4 Presentation Skills	Engaging and Motivating an Audience	Speaking without Notes	Speaking Unrehearsed	Presentation Matches Context	
	1.5 Conversation Skills	Seeks Connections with Others	Demonstrates a Genuine Interest in Others	Is Professional in Actions and Words	Exhibits Personality	Is Approachable and Establishes Good Rapport
TEAM PLAYER	2.1 Work in Teams	Exhibits Leadership	Exhibits Followership	Positively Influences Group	Manages personalities within team	
	2.2 Acceptance of Differing View Points	Fostering an Environment of Acceptance	Valuing Diversity of Opinion	Respect and Empathy Towards Others		
	2.3 Team before Self	Empowering Others	Spirit of Humility	Sharing Success with Team	Assuming Responsibility for Undersirable Outcomes	
	2.4 Commitment to FFA	Supporting and Advancing FFA Mission	Communicates the Opportunities Available in FFA	Recognizes all stakeholders within FFA	Understands and exhibits FFA Vision	
	2.5 Time Management and Planning	Breaking Down Large Tasks into Manageable Components	Having Defined Long-Term and Short-Term Goals	Uses Time Management Tool		
	2.6 Prioritization and Innovation	Starting projects independently	Meeting Deadlines Consistently	Manages Multiple Tasks with Competing Deadlines	Recognizes Appropriate Time to Take Action	
AREAS OF KNOWLEDGE	3.1 Agriculture Knowledge	Connecting and Articulating Facts and Issues of Agriculture	Discuss Key and Emerging Trends	Knowledge of Ag Careers	Conveys the impact of Agriculture to Consumers	
	3.2 FFA Knowledge	Connects and Articulates Facts and Issues of FFA	Discuss Key and Emerging FFA Issues	Recalls Historical FFA Events and Significance	Conveys the impact of FFA to stakeholders	
	3.3 Agricultural Education	Articulates the Role of FFA in Ag Ed as an Intra-Curricular Component	Discuss Key and Emerging Ag Education Issues	Understands Relationships Among Ag Education, Career and Technical Education, and all Education	Conveys the impact of Ag Education to develop life-long learners	
	3.4 Problem Solving/ Critical Thinking	Considers Others' Points of View when Seeking Understanding	Considers Multiple Factors and their Impact when Addressing an Issue	Takes Time to Consider All Options	Brainstorms and implements New Ideas	
	3.5 Conducting Research/Lifelong Learner	Incorporates Information on Agriculture and Education Issues	Uses Correct and Valid Sources to Support Personal Statements	Coachable	Seeks Constructive Feedback and Uses it in a Proactive Manner	

CHARACTER	4.1 Reliability/ Integrity/Trust	Doing the Right Thing Even in Discomfort	Takes Responsibility for Actions	Commitment		
	4.2 Adaptability/ Flexibility	Responds Well to Change	Prepares for the Unforeseen	Flexible in Arising Challenges		
	4.3 Positive Attitude	Optimistic	Enjoyable Presence	Remains Positive during Challenges		
	4.4 Sincerety/ Compassion	Is Sensitive to the Genuine Welfare of Others	Communicates True Self with Tact (Passion or Vulnerability)			
	4.5 Maturity	Demonstrates Appropriate Demeanor for the Situation	Uses Mature Language and Mannerisms	Demonstrates Patience	Demonstrates Self Control	
	4.6 Work Ethic	Willing to Act on Tedious Tasks	Demonstrates a Sense of Ownership	Maintains Drive in all Tasks	Ability to Achieve in a Fast Paced Environment	
INFLUENCE	5.1 Mentors and Coaches Others	Serves as a Role Model	Provides Constructive Feedback to Others	Helps Others Build Their Strengths	Actively Provides Guidance	
	5.2 Member Representation	Carefully Weighs Impact of Decisions of FFA and its Members	Not Afraid to Make Tough Decisions for the Good of the Organization			
	5.3 Self-Confidence	Willing to take Considerate Risks and Step Outside Comfort Zone	Considerately Sticks to Convictions and Beliefs	Well Poised		
	5.4 Energetic	Channels energy Effectively	Transmits Energy to Group	Maintains Energy in all Tasks		
	5.5 Commitment to Service	Exhibits an Attitude of Service	Demonstrates Leadership in a Service Activity	Awareness of Community Needs	Understands the Im- portance of Serving Others	

Example Interview Schedule (5 Candidates)

Start	End	Facility	Who	Event
1:00	3:30	One Room	Interview Committee	Orientation
3:30	3:45	One Room	Candidates	Orientation
3:45	4:30	Three Rooms	Candidates	Personal Round 1
4:30	5:30	Three Rooms	Candidates	Stand & Deliver
5:30	6:00	One Room	Candidates	One-On-One Interviews
6:15	7:00	Three Rooms	Candidates	Round Robin
7:00	7:45	Three Rooms	Candidates	Personal Round 2
8:00	9:00	One Room	Interview Committee	Deliberations
9:00	9:30	Two Rooms	Candidates	Feedback
9:30	9:45	One Room	Candidates	Announcement & Debriefing