State Officer Contract
SkillsUSA Missouri

As a state officer of SkillsUSA Missouri (Name) ______________________ has the responsibility to represent all members of the state association. Your conduct must be exemplary at all times since you are always representing the organization. You may be meeting with students, advisors, administrators, business and industry representatives, government officials and educational leaders during your year of service. When you sign this State Officer Contract, it is with the understanding that your commitment to the year of service is substantial, as are the rewards of serving the organization. You will also be reaffirming the ideals of SkillsUSA Inc.

As a state officer of SkillsUSA Missouri, I agree to adhere to the following rules and regulations at all times during the term of my office:

Conduct
• I will, at all times, represent SkillsUSA to the best of my abilities.
• I will, at all times, respect all property and the rights of others.
• I will, at all times, implement and support the SkillsUSA culture of inclusion and diversity.
• My conduct will be exemplary at all times, during and outside of SkillsUSA functions.
• If under 21, I will not use alcohol, tobacco and illegal substances. If over 21, I will forgo all alcohol, tobacco and illegal substances while representing SkillsUSA at events, functions, conferences, and during travel. (If applicable.)
• I will avoid places or activities that in any way would raise questions as to my moral character or conduct.
• I will not engage in any behavior that might be deemed sexual harassment which includes, but is not limited to, verbal, written or physical statements or actions to or about others.
• I will, at all times, use social media accounts appropriately. This includes not engaging in bullying or cyberbullying of others including threatening words or behavior; menacing, hazarding, taunting or intimidation; the use of lewd, profane or vulgar language; verbal or physical abuse of others; or other threatening behavior toward others at any time.

SkillsUSA Program
• I will attend all trainings and activities as assigned and will be on time to all functions.
• I will complete all assignments given to me by my state officer advisors or SkillsUSA staff members on time.
• I will be prepared for all conferences and events by knowing my curriculum and will submit all written speeches at least one week prior to delivery.
• I will regularly communicate with my state officer advisor, state director and chapter advisor.
• I will monitor and use my social media accounts and my SkillsUSA email account appropriately at all times.
• I will immediately forfeit my SkillsUSA office if I am involved in any activity that is deemed detrimental to SkillsUSA, my school or my reputation, including being arrested and charged with a crime.
• I will adhere to the stated SkillsUSA dress code and grooming standards.
• I will respect SkillsUSA attire and will not inhale or smoke cigarettes, e-cigarettes, use a vape pen or any other substances while wearing clothing bearing the name or logo of SkillsUSA, including outdoor venues.
• I commit to an entire year of service that begins immediately after my election, and that concludes with the SkillsUSA National Leadership and Skills Conference the following June.

School/Membership
• I will maintain active SkillsUSA membership as outlined in Article IV Section 5 of the SkillsUSA High School and College/Postsecondary Bylaws by being “enrolled in a coherent sequence of courses or career major” and attend classes at the school my SkillsUSA chapter is based.
• I will submit my name on a membership roster and pay SkillsUSA member dues for the year in which I am a state officer, no later than the deadline of February 1.
• I will attend school daily unless I am on official SkillsUSA business or other approved excursions or if I am ill. I will plan in advance for absences and make up any class work missed.
• I will maintain above-average grades in all my classes.
• I will immediately forfeit my SkillsUSA office if I am no longer enrolled in my school/training program due to dropping out, being suspended or expelled from school.

Traveling
• When traveling for SkillsUSA, I will abide by the curfew established.
• When traveling for SkillsUSA, I will spend each night in the room of the hotel to which I am assigned. I will not enter any hotel room other than the one to which I am assigned.
• When traveling for SkillsUSA, I will, at all times, respect all public and private property, including the hotel/motel in which I am housed. Damage to any property or furnishing in hotel rooms, private accommodations, and/or buildings will be paid for by state officers at their own expense.
• When traveling for SkillsUSA, I will keep the SkillsUSA staff in charge informed of my whereabouts at all times. I will not leave the hotel/motel to which I am assigned without the permission of the assigned SkillsUSA staff in charge of the event.

I understand and commit to all of the above statements and expectations, and I understand that there are consequences and potential disciplinary actions, including my removal from office, if at any time I fail to fulfill my duties as a SkillsUSA state officer.

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State Officer Signature