



State Officer Contract SkillsUSA Minnesota, Inc.

As a state officer of **SkillsUSA Minnesota, Inc.** (Name)_____ has the responsibility to represent all members of the organization. Your conduct must be exemplary at all times while representing the organization and on your personal time. You will have an opportunity to meet students, advisors, administrators and business and industry representatives during your term of office. Your actions will set a standard for all SkillsUSA/SkillsUSA Minnesota members to follow.

When you sign this **State Officer Contract**, it should be with the understanding that your obligations are great, as are the rewards of serving your fellow members. You will also be reaffirming the ideals of **SkillsUSA Minnesota, Inc.**

As a state officer of **SkillsUSA Minnesota, Inc.**, I agree to adhere to the following rules and regulations:

1. I will, at all times, respect all public - private property and the rights of others.
2. When traveling for SkillsUSA/SkillsUSA Minnesota I will spend each night in the room of the hotel/motel to which I am assigned.
3. When traveling for SkillsUSA/SkillsUSA Minnesota I will abide by the curfew established.
4. When traveling for SkillsUSA/SkillsUSA Minnesota, I will keep the assigned SkillsUSA staff person in charge informed of my whereabouts at all times.
5. When traveling for SkillsUSA, I will not leave the hotel/motel to which I am assigned without the express permission of the assigned SkillsUSA staff person(s).
6. I will not be in the sleeping room with a member of the opposite sex unless the door is completely open at all times, unless the person is my spouse.
7. I will not use alcoholic beverages or nonprescription drugs at any time.
8. My conduct will be exemplary at all times, during and outside of SkillsUSA functions. Any behaviors contrary to SkillsUSA's culture of inclusion and diversity will result in disciplinary action.
9. I will forfeit my office if I leave school before completing my training program, am suspended, or expelled.
10. I will respect authority at all times.
11. I will adhere to the dress code at all times.
12. I will respect the official SkillsUSA attire by not smoking while wearing it.
13. I will attend all activities for which I am assigned, registered and will be on time to all functions and assignments.
14. I will attend the following functions as assigned (may be virtually or in person):

Incoming Officer Training (2 days), Leverage Training (1-2 days), NLSC virtual events, Advisor Workshop/Retreat (1-2 days), FLC (3 days), SLSC training (1-2 days), SLSC (4 days)
15. During my term as a SkillsUSA Minnesota state officer, I will represent my organization with respect. I will give permission to SkillsUSA/SkillsUSA Minnesota to follow any content I post on social media. I understand these websites will be monitored, and I will be requested to remove offensive material or any material not reflecting SkillsUSA's culture of inclusion and diversity. If I fail to do so and post inappropriate, unapproved or any material contrary to SkillsUSA's culture of inclusion and diversity, I will be put on probation as an officer and subject to the consequences. I also understand my personal email address must reflect a professional image, or I will create a new email address for SkillsUSA/SkillsUSA Minnesota correspondence.



Violations and Penalties

Violations of any items in this contract may result in a warning and/or reprimand. Violations may be grounds for disqualification or suspension from an activity or office. The violator may be sent home at his/her own expense. Proper notification of the violation and action taken will be sent to the appropriate parties.

I understand that, by signing this contract and if elected, if I am in violation of any of the above regulations and/or conduct myself in a manner unbecoming of a SkillsUSA Minnesota state officer, I may be removed from office or suspended from travel appearances. I further agree to accept the penalty imposed on me with the understanding that all such actions will be explained to me. I realize the severity of the penalty may increase with the severity of the violation.

Typed or Print Name of Candidate

_____/____/____
Signature of Candidate Date

I have read and understand the SkillsUSA Minnesota Officer Contract and agree to support its guidelines and the above-named student to the best of my ability:

_____/____/____
Parent/Guardian Date
High School or under 18 years old only

_____/____/____
SkillsUSA Advisor Date

_____/____/____
Local Administrator Date

_____/____/____
Home High School Administrator Date
(if attending a career or technical center)

