

**Guide to
Campaigning for
Student Officer
Position**

With the

**NHSRA Junior
High Division**

Prepared by the NHSRA Youth Advisory Committee

Congratulations on your decision to campaign for student office in the Junior High Division of the NHSRA! We are pleased that you have decided to make your Junior High Division experience more meaningful and that you want to play an active role in the rule and decision-making processes of the National High School Rodeo Association's Junior High Division.

Being an NHSRA Junior High Division Student Officer is a fun experience, but it is also a serious one. Officers represent more than 4000 members from 43 states, 5 Canadian provinces, Australia and Mexico which make up the NHSRA Junior High Division.

When deciding to campaign for national office, you should ask yourself a few questions:

1. Do I believe in the National High School Rodeo Association Junior High Division and its goal to improve and promote Junior High School Rodeo among young people?
2. Do I believe in the purposes and aims of the Junior High Division, as outlined in the National High School Rodeo Association Constitution and By-Laws?
3. Will I be able to commit the time and effort to serve as an officer and travel to make appearances as directed by the NHSRA Junior High Division?
4. Am I knowledgeable about the Junior High Division and the rules of the Association?
5. Am I willing to support, promote and represent the sponsors of the National High School Rodeo Association?

In order to campaign for a Junior High Division Student Office:

1. You must have at least one full year of eligibility left in the Junior High Division.
2. NHSRA Student Officers can hold office for more than one year as long as they are eligible.
3. Be a member in good standing from the state or provincial Junior High Division Association in which you reside and/or attend school.
4. Must have competed at your district, state or province finals rodeo just prior to running for office. You do not have to be a contestant in the NJHFR in order to campaign for office.
5. You must notify the current NHSRA Junior High Division National Secretary of your intention to seek office before the conclusion of the first Student Delegate meeting prior to the first performance of the National Junior High Finals Rodeo by submitting the attached form.

Your intentions of running for national office should be to improve and help the NHSRA-JH Division to the best of your ability. You will have the opportunity to meet new people and will be involved in public activities. This will require time away from home/school and can be a huge

sacrifice. The student officers will spend approximately one month worth of time representing NHSRA-JH Division and are expected to uphold the grade requirements of membership.

The offices available are: President, Vice President and Secretary. The Student Officers serve at the discretion of the NHSRA President, and may be asked to serve on the Junior High Division Contestant Entertainment Committee, Youth Advisory Committee, Membership Committee as well as other committees as appointed.

The Student President will preside over the Student Delegate Meetings at the National Junior High Finals Rodeo. The Vice President will serve in the capacity of president, in the absence of the president. The Secretary will be responsible for taking minutes at the Delegate Meetings as well as any other meetings for the Junior High Division.

The student officers will be asked to attend the mid-winter board of directors meeting held in January. The student officers may also take other trips and make appearances as the adult officers direct. There may be times when the student officers will travel by themselves to the event where they will meet up with a NHSRA chaperone, however if a parent(s) decide to accompany the officer, it will be at their own expense. The newly elected student officers will take over their duties at the close of the NJHFR in which they are elected. They shall continue in office through the following NJHFR.

The student officers are to represent the student membership. Information they receive from their constituents regarding changes of the National High School Rodeo Association Junior High Division and National Junior High Finals Rodeo should be passed on to the National Board of Directors.

Your arrival at the NJHFR

If you are a contestant at the NJHFR, you should proceed through contestant check-in. After you take care of your contestant responsibilities, you must check in with the Rodeo Office if you intend to run for an office. Turn in or make sure your Campaign Filing form has been received.

If you are not a contestant at the NJHFR but will be attending as an officer candidate, you must still adhere to the final check-in deadline as well as other rules for contestants. ***If you are not a National Finals Contestant, you must be checked in by 7 A.M., Sunday, June 23rd, 2019 with the Rodeo Office.*** You will be issued a non-contestant back number that will allow you accessibility to campaigning areas.

Campaigning

If you have made your decision to run for office early in the year, you have the opportunity to have your picture and a short biographical profile published in the **NHSRA Times** magazine, the official NHSRA publication which is mailed to all NHSRA members. In addition, your information will be published on the association's website. Any photograph of the candidate that is submitted for publication on the website and in the **NHSRA Times**, must have the candidate in full western attire. Articles will only be published in the **NHSRA Times** once. The deadline for submitting to the **NHSRA Times** is the 5th of the month for the following month's issue.

Early candidates may have contact with each of the state's delegates and National Director. You can send out letters, brochures and other campaign literature. A letter of recommendation from

your National Director is a good tool for campaigning. Include your ideas for junior high rodeo and why you want to serve as an officer. The national office can supply you with the addresses of the student delegates and national directors.

After checking in with the Rodeo Office, you will receive instructions about the designated campaign areas. Each candidate will be given a table to display their campaign message and distribute promotional items. Space is limited so the displays should be kept small.

When campaigning, remember:

- CAMPAIGN GIVEAWAYS ARE RESTRICTED TO THE DISPLAY AREAS ONLY!
- No campaigning will be allowed in the arenas or work areas.
- No campaign propaganda or campaign gifts can be distributed at the student delegate meetings.
- No campaign gifts are to be given to the voting delegates.
- Posters are to be hung in designated areas- see attached rules.
- This facility does not allow stickers or glue-on items.
- Flyers or notices cannot be placed on the windshield of vehicles.
- Stickers placed on contestant's back numbers cannot cover any part of the contestant number and must not be larger than 2 1/2" in diameter/length/width.
- Talk to the student delegates, they can be identified by a sticker on their back number. They cast the votes!
- Please avoid materials which could be used as noisemakers or could be used to deface property.

Most past NHSRA-JH Student Officers will tell you that the *quality* of your campaign is what's important, and not the quantity of give-a-ways. Try to keep in mind that your personal contact with the student delegates, contestants and membership is much more important than what material offerings you might have. Last, but not least, be considerate and respectful of the host facilities property and their rules and remember to remove all campaign materials once the elections are over.

Meetings at Nationals

Your first Student Delegate meeting with the current Student Officers and delegates will be on **Sunday, June 23rd, 2019 at 9:30am** (right after check-in closes) in the **Women's Building Auditorium** at the **South Dakota State Fairgrounds**. At this meeting, all of the states within the NHSRA Junior High Division will have four student delegates in attendance along with the current NHSRA Junior High Division Student Officers. During this meeting, the youth campaigning for office will be asked to introduce themselves briefly (no speeches, no props or videos and a limit of 2 minutes during introductions). This is a good opportunity for you to set yourself apart from the group and express the talents you want to bring to the NHSRA-JH Division. The election of student event directors will also take place at this meeting.

Student officer candidates will be introduced at the Mandatory Contestants Meeting at 11am, Sunday, June 23rd, 2019 in the arena. This is the second meeting you need to attend.

The third meeting you will need to attend, as a candidate, will be held on **Friday, June 28th at 1:00pm in the Women's Building Auditorium**. This will be for all student delegates, student officer candidates, and current junior high school student officers. During this meeting, the youth campaigning for office will be asked to give a campaign speech relating their goals and reasons for seeking office. The election of the 2019-2020 NHSRA Junior High Division Student Officers will take place at this time. The results of the election will be announced immediately following the tally of votes.

The by-laws outlining the procedure for electing student officers, the student delegates and policies for student officers are outlined in Article V of the NHSRA Constitution and By-Laws. Please refer to a current NHSRA rulebook for those procedures.

Newly elected student officers and their parents must meet with a representative from the NHSRA Junior High Division youth advisory committee and the NHSRA Executive Director immediately following their election on Friday, June 28th, 2019. During this meeting, some paperwork will need to be filled out and policies and procedures will be presented to the new officers so they know what is expected of them over the next year. You and your parents will be required to sign an agreement outlining behavioral policies and conduct expectations as well possible disciplinary actions if any rules, policies and procedures are violated. A copy of this agreement is included in this booklet so you and your parents have time to review it prior to being elected. You will be required to sign a confidentiality non-disclosure agreement. All candidates need to understand that the integrity of the NHSRA Junior High Division rests with the National Student Officers.

The newly elected officers will be introduced in the Grand Entry of the Championship Performance on Saturday evening, June 29th.

As a NHSRA Junior High Division Student Officer your opportunities can be endless. Familiarize yourself with the Constitution and "Mission Statement" of the National High School Rodeo Association. Know that you can be part of the solution and make this the best youth organization in the world.

If you have any questions, please feel free to contact the current NHSRA Junior High Division Officers; Brady Uppena - President, Charly Coulter - Vice President or Brenna Ragatz- Secretary. You can also contact Youth Advisory Co-Chairpersons: Gaye Walker, Mississippi or Ronnie Haslerig, Georgia. Their contact information can be found in the NHSRA Times or the current NHSRA Rulebook.

COMMIT TO BEING A STUDENT OFFICER

NHSRA is excited about your decision to run for a national office and congratulate you for your commitment. We feel we need to let you know some of your responsibilities and requirements prior to taking this step.

- **TRAVEL:** Successful candidates will be expected to be in attendance on the following trips. Travel expenses for a student officer will be paid by NHSRA. A parent traveling with the officer will be responsible for their own expenses. You will be met at the event by a NHSRA chaperone.

December 10-16, 2018 – NFR Cowboy Christmas – Las Vegas, NV

(Dec 11th -15th - sell Ram/Weatherby raffle tickets in sponsor shared booth 9:00 am – 5:00 pm)

January (a Tuesday-a Saturday), **2020**– NHSRA Mid Winter Meeting–(dates and location TBD)

(normally the 3rd or 4th week of January – dates and location will be determined following Annual Meeting at NHSFR)
(serve an active role in decision making on selected committees)

June 21st- 27th , 2020 – NJHSFR – Des Moines, IA

(duties not limited to presiding over delegate meetings, presenting flags at each performance)

- **SPONSOR OBLIGATIONS:**

Successful candidates will be expected and required to be in NHSRA

Sponsor apparel, boots, and hat when representing NHSRA at any event.

Cinch Jeans & Shirts, Corral Boots, and American Hat

- **AGREEMENTS:**

Successful candidate and parents or guardian will be required to sign a

Conduct and Behavior Policy Agreement.

Successful candidate will be required to sign a

Confidentiality Non-Disclosure Agreement.

NHSRA Junior High Candidate Campaign Filing Form

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone: (_____) _____

State/Province High School Rodeo Association: _____

2019-2020 Junior High Division Membership Number: _____

Student Officer Position I am Seeking: _____
(President, Vice President, Secretary)

I hereby certify that I am a member in good standing of the above mentioned state/province junior high school rodeo association during the 2019-2020 junior high school rodeo year and that I have a minimum of one year of eligibility left in the Junior High Division and hereby am eligible to campaign for a national student officer position with the NHSRA Junior High Division. I fully understand that holding a Junior High Division National Officer position is a big responsibility and that I will be a role model for other youth and that my actions not only reflect upon myself but upon the entire membership of the National High School Rodeo Association Junior High Division, Inc. I am fully prepared to be held to a higher standard than most members and am accepting the responsibility of the office I am seeking.

Member Signature: _____

Date: _____

As the parent or guardian of the above named NHSRA Junior High Division member, I hereby give my permission for my son/daughter to seek the position of a National Student Officer and understand that the position comes with serious responsibilities.

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

Please return this completed form to:

Lyn Ankeny, NHSRA National Office
12011 Tejon Street, Suite 900
Denver, CO 80234
Fax: 303-452-0912 Email: lankeny@nhsra.org

NOTICE

Policy regarding campaign materials distributed at the NJHFR:

No campaign propaganda, posters, signs or campaign gifts can be put up in on ANY interior walls in any arena, on ANY arena fences, or in any public RESTROOM FACILITIES. No campaign propaganda, posters, signs or campaign gifts can be put up or taken into the student delegate meeting room. You will not be allowed to give gifts to the delegates.

Campaign posters can ONLY be hung in designated areas:

- ♣ Campaign Tables in the Women's Building
- ♣ Campgrounds

You may hang campaign posters in the designated areas ONLY and you must use blue tape to adhere them - no glue or self-adhesive backing and absolutely no staples or nails. The following campaign items ARE NOT ALLOWED by the facility in Huron: Stickers or glue-on items, flyers or notices placed on the windshields of vehicles.

It is important to be considerate of the host facilities and adjoining property, so please do not hang posters outside the defined areas.

You have the opportunity to use other forms of promotion, such as pens, fans, buttons, etc., which may be distributed from your display table to state/province student delegates, contestants, directors, adults and any interested individuals on the grounds. Each candidate will have the opportunity to put up a display to campaign and distribute information by the use of a table in the Campaign Set Up area in the Women's Building.

DO NOT HANG POSTERS OR OTHER CAMPAIGN MATERIALS ON ANY OTHER AREAS OF THE GROUNDS, INCLUDING:

- MAIN COMPETITION ARENAS AND STOCK PENS
- THE OFFICIAL POSTING AREA WHERE OFFICIAL DRAW, RESULTS & NOTICES ARE POSTED
- ON SPONSOR BANNERS

It is important to remember that the emphasis of your campaign should be on:

- ♣ your qualifications,
 - ♣ your desire to serve,
 - ♣ your ideas,
 - ♣ your set goals for your term of office,
 - ♣ your vision for the NHSRA, and
 - ♣ your dedication to your association,
- NOT** on the value or quantity of campaign gifts you give!

The NHSRA-JH Youth Advisory Committee and current National Student Board remind you to keep your campaign items to a minimum and within reason and to concentrate on the above issues. You will not be allowed to give gifts to the delegates. A table will be provided for campaign literature and handouts in the **Women's Building**. IF YOU HAVE ANY QUESTIONS ABOUT WHERE YOU CAN HANG CAMPAIGN MATERIALS, PLEASE ASK US IN THE RODEO OFFICE!

NATIONAL HIGH SCHOOL RODEO ASSOCIATION- JUNIOR HIGH DIVISION, INC.

CONDUCT AND BEHAVIOR POLICY AGREEMENT

As a National Student Officer of the NHSRA-Junior High Division Inc you will be a representative of the Association and symbolic of its reputation, principles and interests to other students and adults in your local community and the nation. Because of the importance of your position and what your appearance and behavior say to others about you and the Association, it is imperative you understand the expectations and responsibilities that accompany your position. You will be expected to comply with the dress code and other requirements of the Association and behave in accordance with the standards provided in the Rules, Bylaws and Constitution of the Association.

The Rules, Bylaws and Constitution provide that acts of insubordination, misconduct, or acts, which are detrimental to the reputation, principles and interest of the Association, will subject a Member to discipline. Disciplinary action can include a variety of penalties – even removal of title or office, suspension, or expulsion.

Activities for which discipline has been, and will be imposed include (but are not limited to) any association with or use of alcohol or drugs, or immoral or lewd conduct. Regardless of the permissive laws of your state or the indulgence or permission of your parents or legal guardian, these activities will not be permitted while you are attending local or national Association events, meetings or functions or serving as a representative of the Association in any way. **BE AWARE THAT THESE BEHAVIORS WILL NOT BE TOLERATED UNDER ANY CIRCUMSTANCES. ANY MEMBER FOUND OR REPORTED TO BE DIRECTLY OR INDIRECTLY ASSOCIATED WITH MISCONDUCT OR DETRIMENTAL ACTIVITIES WILL BE IMMEDIATELY REMOVED FROM ANY EVENT, MEETING OR FUNCTION, AND, SENT HOME AT THE EXPENSE OF HIS OR HER PARENT OR GUARDIAN.** There will be no questions asked and no opportunity to explain the conduct.

Student Officers should be aware that posting photographs, comments or statements on any website such as FaceBook, Twitter, Snapchat, Instagram or any other website or internet page that associates them with the NHSRA-Junior High Division is not allowed without the permission of the NHSRA-Junior High Division. They should also be aware that any statements, comments or photographs posted that sheds a negative light on the NHSRA-Junior High Division or is detrimental to the NHSRA-Junior High Division, its mission or the sport of rodeo in any way could subject them to disciplinary action resulting in censure, probation, removal, suspension or expulsion.

The Association will investigate all alleged offenses and the incident will be reported to the Member's parent or guardian. A hearing pursuant to the Disciplinary Action or Disqualification provisions of the Rules, Bylaws and Constitution will be scheduled at which the Member will have the opportunity to present a defense to the charges.

At the end of your term, or upon the imposition of Disciplinary Action requiring relinquishment of the position, or suspension or expulsion from the Association, all of the property of the Association must be returned to the Association within 7 days at the Member's expense.

During your term in office, you will be required to adhere to all NHSRA-Junior High Division policies and procedures for travel, making appearances, attending official functions, meetings, activities and any other national or local events. You will be expected to carry out all responsibilities of your office or position and meet all requirements and expectations that are outlined to you during the annual Student Officer Orientation or that are outlined to you at any other time throughout the year by the governing boards, individuals or committees of the NHSRA-Junior High Division.

ACKNOWLEDGMENT OF RESPONSIBILITY

I have read and am familiar with the rules pertaining to dress code and conduct contained in the Rules, Bylaws and Constitution of the Association as well as the policies contained herein. I agree to the conditions of this Conduct and Behavior Policy Agreement and assume responsibility for my actions.

Member's Signature

Date

I accept full responsibility for the conduct of my child/ward and agree to action by the Association described above should he/she fail to meet the policies and conditions contained in this Conduct and Behavior Policy Agreement.

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date

ACCEPTED BY:

James Higginbotham, NHSRA Executive Director

Date