

QUALIFICATIONS ESSAY *(Required)*

**Why do you feel that you should be elected as a BPA Executive Officer?
What skills or experience do you have that would make you a good leader?
Be specific.** (You may write or type this essay; it can be no more than 100 words.)

*MAKE SURE TO
SUBMIT YOUR
OFFICIAL
CANDIDATE
PHOTO*

(Required)

EXECUTIVE OFFICER ROLES

Every executive officer plays a vital role in guiding the direction of the chapter for an entire year. No matter which office you hold, you will make a difference. In this spirit, candidates do not run for a particular position. Instead, we follow the state and national election model: the top 6 candidates are placed into the offices that are determined to be the best fit given each person's strengths. These decisions will be made by the advisor and the outgoing executive officer team after a brief interview with each candidate. We will take into consideration each candidate's preferences, so please number the offices below. (1=office you would most like to hold, 2=second choice, etc.)

PRESIDENT

As President, you'll provide leadership and direction for our chapter

- You'll provide leadership for the officer team and the entire BPA Finance Chapter. You will be running the largest student organization at NWHS.
- You'll schedule, plan, and preside over monthly BPA Finance Chapter meetings. The meetings must be well-planned, informative, and fun.
- You'll work with the BPA Advisors and other officers to review and coordinate all BPA activities.
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.

VICE PRESIDENT

As VP, you'll be outward looking – building relationships with those outside BPA

- You'll be responsible for coordinating BPA's outreach efforts to 8th, 9th, and 10th graders. You will be in charge of the BPA Homecoming Float and the BPA booth at 8th Grade Invasion.
- You'll help to organize activities for our annual recruiting efforts for Financial Services and Financial Foundations.
- You'll work closely with the Reporter in promoting BPA.
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.

SECRETARY

As Secretary, you'll be inward looking – recognizing and involving members

- You'll be responsible for all member recognition activities
- You'll work with BPA Reps to award a "Member of the Month" in each class.
- You'll work closely with BPA Reps to ensure that news/information gets to members in a timely manner.
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.

TREASURER

As Treasurer, you'll be planning fundraisers & budgeting our money

- You'll be responsible for all club fundraising activities.
- You'll keep accurate financial records of the club's funds.
- You'll assist in the collection of class fees from students (\$31 for FS students; \$24 for foundations students).
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.

REPORTER

As Reporter, you'll promote BPA, record our activities, and share our successes

- You'll create marketing materials to help build awareness of BPA around the school and in the community.
- You'll take photos at all BPA events, prepare a marketing video, and document all member activities.
- You'll write monthly articles about our chapter activities, which will be submitted to BT and NWLSD for publication.
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.

PARLIAMENTARIAN

As Parliamentarian, you'll coordinate our meetings and maintain our calendar

- You'll keep accurate minutes and attendance records (sign in sheet) for all chapter meetings.
- You'll keep an accurate membership list and be responsible for registering members with State and National BPA.
- You'll maintain the chapter's monthly calendar of events.
- You'll form committees to help you execute the responsibilities of your office and to get BPA members involved.