

Who's Who?

Chapter Advisor–

Any certified or credentialed Family and Consumer Sciences teacher who works with members of an affiliated local Family, Career and Community Leaders of America chapter.

Chapter Member–

Any student who paid state and national FCCLA dues and has been enrolled in or currently enrolled in a course that can be taught by a family and consumer sciences certified or credentialed teacher.

FCCLA Chapter–

A group of at least 12 students who have paid dues to Family, Career and Community Leaders of America and whose names appear on the official affiliation forms. Schools may have one chapter per advisor.

AVAILABLE RESOURCES

Step One resources

Competitive Event Guidebook (Texas and National FCCLA websites)

Region and State Constitution and Bylaws (Texas FCCLA website)

Families First (National FCCLA Headquarters)

FCCLA Chapter Handbook (National FCCLA Headquarters)

Power of One (National FCCLA Headquarters)

Student Body (National FCCLA Headquarters)

Career Connection (National Headquarters)

Teacher Educator's Guide to FCCLA (National FCCLA Headquarters)

Middle Level CD (National FCCLA Headquarters)

Texas FCCLA Chapter Handbook CD (Curriculum Center)

Integrating FCCLA into the Classroom CD (National Headquarters)

Texas FCCLA Officer Handbook (Texas FCCLA website)

**Texas Association, Family, Career and
Community Leaders of America**

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www.texasfccla.org

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GETTING STARTED AS AN FCCLA ADVISOR

**Welcome to one of the most
exciting times of your teaching
career – your life as an
FCCLA ADVISOR!**

What does it mean to be an advisor?

FCCLA is a youth led organization, but requires the assistance of adults. The advisor can truly make FCCLA go and grow.

It is the:

Attitude
Dedication
Vision
Initiative
Support
Optimism
Rapport

that builds chapters and provides opportunities for students.

ADVISOR RESPONSIBILITIES

1. Make FCCLA an integral part of your Family and Consumer Sciences curriculum.
2. Be familiar with the organization.
3. Assist in forwarding necessary information to the state and national associations.
4. Provide leadership training to officers and members.
5. Help organize and schedule meetings
6. Assist officers in performing their duties.
7. Help plan the program of work and other chapter activities.
8. Make state and national information available to members.

WORKING WITH STUDENTS

1. Locate and uncover special interests, talents, and abilities of chapter members.
2. Explain the expectations of students as leaders.
3. Provide information needed for them to carry out their responsibilities.
4. Be creative.
5. Provide motivation and support.
6. Express thanks and appreciation - encourage students to do the same.
7. Provide learning opportunities in FCCLA to prepare students to be better leaders..

YEAR TWO

in addition to Year 1 suggestions

- Work with the local Executive Council prior to school starting to finalize plans for the upcoming year
- Make sure chapter activities are on school calendar
- Develop a point system to determine delegates/participants in conference/activities
- Encourage more students to attend the region and state meeting – volunteer to help with STAR Events and take LEO quizzes.
- Encourage students to complete the Power of One Units – see Advisor Handbook

YEAR THREE

in addition to Year 1 & 2 suggestions

- Encourage students to compete in STAR Events or other competitive events
- Plan to attend State Leadership Conference (Encourage more delegates participation than during the previous year)
- Attend fall leadership workshop in your area or request a region or state FCCLA officer to conduct a workshop in your area/school.
- Involve students in FCCLA Week activities
- Help student body and faculty learn about FCCLA through activities
- Give goody bags for all teachers with information included about FCCLA
- Participate in the regional leadership meetings
- Participate in the State Leadership Conference
- Encourage student-generated activities
- Organize FCCLA picnic with leadership activities
- Become involved in service learning projects
- Develop school bulletin board promoting FCCLA



- Sponsor families at Thanksgiving or other holidays
- Volunteer a local festival
- Sponsor a story hour at local child care centers
- Collect pennies for a toy project



- Sponsor a prom promise project (drinking, etc.)
- Publicize FCCLA
- Schedule TV and radio show appearances
- Participate in a holiday parades
- Hold a food drive



YEAR ONE

**Obtain the FCCLA Advisor Handbook CD from the FCCLA state office.
512-306-0099**

Become familiar with the:

**Texas FCCLA Website – www.texasfccla.org
National FCCLA Website – www.feclainc.org**

- Check website for monthly FCCLA Updates from the state advisor
- Integrate FCCLA activities into the curriculum – STEP One, STAR Events and other national programs

Develop a network of other advisors to assist you

Request names from the State FCCLA office of experienced advisor to call with questions

Attend FCCLA workshops at the FCSTAT Professional Development Conference

- Form chapter according to structure suggestions in the Advisor Handbook
- Organize a membership drive and collect dues from members
- Encourage participation in fundraisers (this can help students pay dues) Affiliate Chapter – affiliation is done on-line through the Texas FCCLA website. Mail dues and affiliation paperwork to:

**FCCLA Lockbox Operations
PO Box 1326
San Antonio, TX 78295-1326**

- Allow each classroom chapter to elect a set of officers
- Attend a leadership workshop in your area (see website for dates)
- Get members involved in Service Learning activities – see suggestions on the following page
- Involve students in FCCLA Week Activities
- Have class select one project from the state or national programs – see suggestions
- Participate in the Regional Leadership Conference
- Participate in the State Leadership Conference
- Publicize FCCLA among students and community members through activities
- Elect Executive Council officers before the end of the year and have officer training during the summer to plan the next year

REMEMBER.....

- Your students will never be more excited than you are about FCCLA and your enthusiasm will become “infectious.”
- Growth in membership will come. If you start with a few students, expose them to the possibilities that are available through FCCLA, their excitement will grow the chapter.
- Remember “success breeds success.” Walk members through each step of the FCCLA Planning Process as they develop activity or project, but let them “carry the responsibility.”

You are the ADVISOR and FCCLA is a STUDENT led organization.

KEEPING YOUR SANITY

Start small with activities you are comfortable doing and that will spark enthusiasm in your students, like taking them to a leadership workshop and encouraging them to compete in Leadership Enhancement Opportunities. Next, take a few “underclass” members to a region and/or state meeting and have them volunteer as a room consultant for the STAR Event competition while you volunteer to chair an event. The members will gain an understanding of the wonderful opportunities that are available through FCCLA and will be excited to “jump in” next year.

Remember to build a positive relationship with the school administration. Public relations is the MOST IMPORTANT ingredient to establishing a successful chapter. Not all administrators have been informed about the changes in FCCLA. Invite them to functions, involve them in judging or planning activities, send thank you letters, etc. Make them feel as though they have a significant role in the organization – because THEY DO!

Set reachable goals. Rome was not built in a day. Neither were strong FCCLA chapters. Baby steps will eventually get you where you are going. Take on only as much as you feel comfortable doing; the rest will come with time. Remember, “inch by inch, it’s a cinch; yard by yard, it’s hard.”

Utilize resources. If you have parents, administrators, other teachers, or community members who want to help, **let them**. Our organization is about community involvement. It is fine to delegate or ask for help!

Activities Members Enjoy

Attending Leadership Meetings

- Fall Leadership Meeting
- State Fair of Texas “Ag Awareness Day”
- Region, State, Cluster and National Meetings

Working with elementary school students

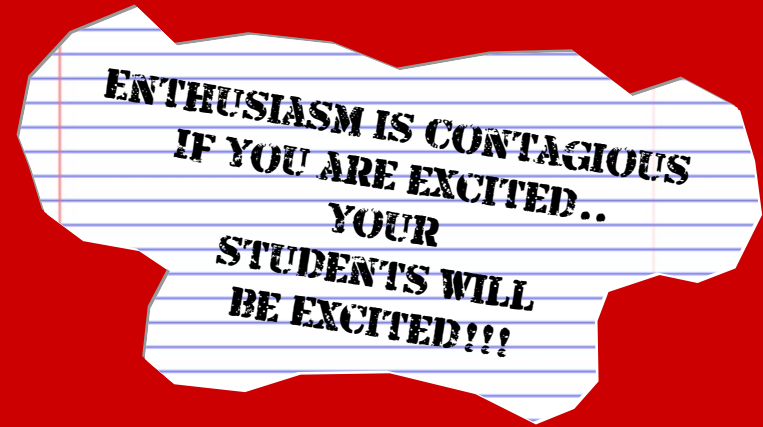
- Reading to kindergarten and 1st graders
- Mentoring Projects
 - Character Counts
 - Nutrition Education
 - Bullying Programs
 - Elementary “field day” or track meet
 - Special Olympics

Conducting Service Learning Projects

- United Way – Day of Caring
- Relay for Life
- Angel Tree
- Financial Education to young people
- Exercise program
- Youth Exchange with Senior Citizens
 - Jr / Sr Prom
 - Holiday cards for nursing home residents

Planning Activities for Members

- Banana Split Party - (FCCLA Advisor Handbook)
- Students learn facts about FCCLA and take a test. Students receive items for their banana split based on how many correct answers they get on each section of the test.
- Rewards for **paying dues** by the designated deadline
 - Half price t-shirts
 - Members Only Breakfast
 - Pizza Party for 1st class to have 100% dues paid.
- Themed Parties
 - Mystery Adventure Dinner – Menu items are disguised by creative wording. (i.e. Hay Rake – Fork, Warm Puppy – Hot Dog)
 - Hawaiian Luau
- Secret Santa gift exchange with other members
- Socials with other youth organizations.



Fundraisers

Successful Promotions-various products available

Funds for Education

Talent Shows

Food Booths - at local carnivals

Concession Stands

Pee-Wee Tournaments

Valentines Balloon or Flower Sales

Discount Cards, Coupon Books,

Computer Dating, Community

Calendars, Cookbooks

