

# NOTES

## GETTING STARTED AS A NEW 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:

**A**ttitude  
**D**edication  
**V**ision  
**I**nitiative  
**S**upport  
**O**ptimism  
**R**apport

that builds chapters and provides opportunities for students.

### ADVISOR' RESPONSIBILITIES

1. Make FCCLA an integral part of your class.
2. Be familiar with the organization.
3. Assist in forwarding necessary information to the state and national associations.
4. Provide leadership training.
5. Help organize and schedule meetings
6. Assist officers in performing their duties.
7. Help plan the program of work and other necessary information (such as evaluation)
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 and workers.
8. Express the importance of evaluating leadership opportunities and experiences.

### REMEMBER.....

- ✓ Your students will never be more excited than you are about FCCLA and your enthusiasm will become “infectious.”
- ✓ Growth of 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 your members through each step of the FCCLA Planning Process as they develop activity or project, but to let them “carry the responsibility.” You are the **ADVISOR** and FCCLA is a **STUDENT** led organization.

## KEEPING YOUR SANITY

### REMEMBER- - -

- ✓ Start small with things 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 Family and Consumer Sciences Assessments (FCSA). Next, take a few “underclassman” members to a region and/or state meeting and have them volunteer as a student assistant for the STAR Event competition and you can volunteer to co-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 the FCCLA organization. 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!

### AVAILABLE RESOURCES

Region and State Constitution and Bylaws

National Website: [www.fcclainc.org](http://www.fcclainc.org)

State Website: [www.texasfccla.org](http://www.texasfccla.org)

Books and resources available through E-Group (found on national website)

## 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 1<sup>st</sup> graders
  - Mentoring Projects
    - Character Counts
    - Nutrition Education/Student Body
    - Bullying Programs
    - Elementary “field day” or track meet
    - Special Olympics
- **Service Learning Projects**
  - United Way – Day of Caring
  - Relay for Life
  - Angel Tree
  - Habitat for Humanity
  - Region, State and Nationally identified projects
- **Activities for Members**
  - Banana Split Party - 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 1<sup>st</sup> 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

Talent Show  
Food Booths - at local carnivals  
Concession Stands  
Pee-Wee Tournaments  
Valentines Balloon or Flower Sales  
Discount Cards, Coupon Books, Computer Dating, Community Calendars,  
Cookbooks  
Community Dinners  
Sell pecans to community



## YEAR ONE

- Become familiar with the:
  - Texas FCCLA Website – [www.texasfccla.org](http://www.texasfccla.org)
  - National FCCLA Website – [www.fcclainc.org](http://www.fcclainc.org)
- Check website and e-mail for monthly FCCLA Updates from the state advisor
- Integrate FCCLA activities into the curriculum – STEP One and other national programs
- Develop 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 professional development conferences
- Form chapter structure according to 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 national website. Mail dues to the national headquarters.
- Allow each classroom chapter to elect a set of officers
- Attend fall leadership workshop in your region
- Get members involved in Leadership in Action activities – see suggestions on the following page
- Involve students in FCCLA Week Activities
- Assign one project to each class utilizing the state or national programs – see suggestions of the following page
- Participate in the Regional Leadership Conference
- Participate in the State Leadership Conference
- Publicize FCCLA among students and community members through activities – see suggestions on the following page
- Elect Executive Council officers before the end of the year and have officer training time during the summer to plan the next year
- Attend FCCLA workshops at the Professional Development Conference for Family and Consumer Sciences teachers

### **YEAR NUMBER TWO in addition to Year 1 suggestions**

- Work with Executive Council prior to school starting to finalize plans for the upcoming year
- Make sure chapter activities are on the 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 FCSAs.
- Encourage more students to complete Power of One Units – see Advisor Handbook
- Take students to a Summer Summit at one of the Education Service Centers

### **YEAR NUMBER THREE in addition to Year 1 & 2 suggestions**

Encourage students to compete in STAR Events

Plan to attend State Leadership Conference (Encourage more delegates participation than during the previous year)

- Attend leadership workshop in your area or request a region/state FCCLA officer to conduct a workshop in your area.
- Involve students in FCCLA Week activities
- Help student body and faculty learn about FCCLA through activities
  - Give goody bags for all teachers
- Participate in the regional leadership meetings
- Participate in the state leadership conference
- Encourage student-generated activities
- Organize a FCCLA picnic
- Organize an outing at the lake/park
- Become involved in community service projects
- Sponsor families for Thanksgiving or Christmas
- Volunteer a local festival
- Hold a food drive
- Sponsor a story hour at local child care center
- Collect pennies for a toy project
- Sponsor a prom promise project (drinking, etc.)
- Publicize FCCLA
- Design a school bulletin board to promote FCS and FCCLA
- Try to get TV and radio show appearances for your students
- Plan and carry out Christmas activities
- Set up a FCCLA display during Homecoming week
- Plan meaningful FCCLA week activities
- Develop network of other advisors

### **Suggested Region, State and National Projects**

- Sponsor a story hour at the local library for children
- Conduct a school beautification project
- Sponsor families for Thanksgiving and/or Christmas
- Paint pumpkins with elderly at nursing home/assisted living facility
- Collect cans for food drive
- Conduct awareness program on school violence
- Serve breakfast to student body during testing
- Recruit middle school student into Family and Consumer Sciences class
- Publicize local projects on cable access channel
- Newspaper articles/pictures about activities
- Participate in a homecoming parade

### **Other Ideas:**

Encourage student generated activities

Have a bowling party

Sponsor an Etiquette dinner and teaching skills to attendees

Involve students to participate in service learning projects

Organize STOP the Violence activities

Conduct a Families First project

Entertain during a story hour at child care center

Publicize FCCLA

Put articles in newspaper, on local television or radio

Plan and carry out FCCLA Week activities

Develop network of other advisors

Attend FCCLA workshops at the Professional Development

Conference for Family and Consumer Sciences teachers

Have a mentor or be a mentor to another advisor.

# LET'S GET STARTED

A Guide to Organizing a FCCLA Chapter



Texas Association  
Family, Career and Community  
Leaders of America



