

Who's Who?

Chapter Adviser - Any certified 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 is currently enrolled in a course that is taught by a family and consumer sciences certified teacher.

FCCLA Chapter - A group of 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.

Additional Available Resources

FCCLA Chapter Handbook (National FCCLA On-Line Store)

Competitive Event Guidebooks (Illinois and National FCCLA websites)

Illinois FCCLA Chapter Handbook (Illinois FCCLA website)

Illinois FCCLA Officer Handbook (Illinois FCCLA website)

Illinois FCCLA State Bylaws (Illinois FCCLA website)

Chapter FCCLA Bylaws Template (Illinois FCCLA website)

Middle Level CD (National FCCLA On-Line Store)

Integrating FCCLA into the Classroom CD (National FCCLA On-Line Store)

National Program CDs - (National FCCLA On-Line Store)

Illinois Association of Family, Career & Community Leaders of America

8 South Washington Street, Suite 105

Sullivan, IL 61951

Phone: 217-728-2787 Email: ilfccla@gmail.com

Illinois Association of Family, Career & Community Leaders of America

Illinois Association of Family, Career & Community Leaders of America



The Guide to Getting Started as an Illinois FCCLA Adviser

Welcome to one of the
most exciting roles of your
teaching career...being an
FCCLA Adviser!

What does it mean to be an adviser?

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

It is the:

- Attitude**
- Dedication**
- Vision**
- Initiative**
- Support**
- Encouragement**
- Rapport**

that builds chapters and provides opportunities for students.

ADVISER 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
- Give goody bags for all teachers with information included about FCCLA
- Develop a point system to determine delegates/participants in conference/activities
- Attend the Ignite! Conference with your chapter officers/leaders
- Encourage more students to attend the section and state meeting
 - volunteer to help with the Competitive STAR Events.

YEAR THREE...in addition to Year 1 & 2 suggestions

- Involve students in FCCLA Week activities
- Help student body and faculty learn about FCCLA through activities
- Participate in the section leadership meetings
- 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 Meeting in your area
- Participate in the State Leadership Conference
- Encourage student-generated activities
- Organize FCCLA a back-to-school event with leadership activities
- Become involved in service learning projects
- Develop school bulletin board or social media sites 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 New Adviser CD from
the Illinois FCCLA state office: 217-728-2787 or www.ilfccla@gmail.com

Become familiar with the:

Illinois FCCLA Website – www.ilfccla.org

National FCCLA Website – www.fcclainc.org

Develop a network of other advisers to assist you

Attend FCCLA workshops and receive CPDU hours

- Integrate FCCLA activities into the curriculum – Competitive Events and other national programs.
- Form chapter according to structure suggested on the New Adviser CD
- Organize a membership drive and collect dues from members
- Encourage participation in fundraisers (this can help students pay dues)

Chapter Affiliation – affiliation is done on-line through the National FCCLA website.

- Elect a set of chapter officers
(sample structure & officer application is on the New Adviser CD)
- Attend a Fall Leadership Meeting in your area (see IL website for dates and info.)
- Get members involved in Community Service activities – see suggestions on the following page
- Involve students in FCCLA Week Activities (2nd full week in February)
- Have class select one project from the state or national programs – see suggestions
- Participate in the Section 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 (found on the New Adviser CD) as they develop an activity or project, but let them “carry the responsibility.”

You are the **ADVISER** and FCCLA is a
STUDENT led organization!

KEEPING YOUR SANITY

Start small : with activities you are comfortable doing & that will spark enthusiasm in your students, like taking them to a leadership conference or encouraging them to complete a Community Service Project.

Utilize opportunities: next, take a few “underclass” members to a section and/or state meeting and have them volunteer as a room consultant for the STAR Event competition while you volunteer to evaluate 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.

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 importance of FCCLA in an FCS Department. 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 Ideas for A New Chapter

Attending Leadership Meetings/Conferences

- Ignite! Conference (Early October)
- Fall Leadership Meetings (Mid-October thru Early-November)
- Section Meetings (January/February)
- State Conference (April)

Participate in Competitive Events

- Illinois Proficiency Events* - These competitions take place on the Section & State levels. Everyone receives a bronze, silver or gold medal. An overall Most Outstanding distinction is given in each area. (More information with event rules and rubrics can be found on the IL FCCLA website)
- STAR Events* - These competitions take place on the Section, State and National levels. Entries must be in the top two of the category to advance to the next level. (More information can be found on the IL FCCLA website)

Conducting Service in Action/Community Service/Service Learning Projects

- | | |
|--|-------------------------------------|
| Relay for Life | Food Bank Collection |
| Angel Tree | Financial Education to young people |
| Exercise program for Kids | Traffic Safety - Seatbelt Check |
| Holiday cards for nursing home residents | |

Incentives/Rewards for Paying Membership Dues by the Designated Deadline

- Half price t-shirts
- Members Only Breakfast or Lunch
- Pizza Party for 1st FCS class to have 100% dues paid.

Chapter Party Ideas

- Mystery Adventure Dinner – Menu items are disguised by creative wording. (i.e. Hay Rake – Fork, Warm Puppy – Hot Dog)
- Back-to-school BBQ
- Football tailgate party prior to a home football game
- Hawaiian Luau
- Secret Santa gift exchange with other members
- BYOB—Bring Your Own Banana - Banana split party...ice cream & toppings are provided but each member brings their own banana
- 5th quarter get-togethers after a home football or basketball game

**Enthusiasm is contagious!
If you are excited....
your students will be excited!!!**

FCCLA State/National Conferences & Meetings

Ignite! Conference - Chapters are encouraged to bring their chapter officers/leaders (maximum of 7 per school) to this 1 1/2 day conference. (usually held in early October). Those in attendance are trained and provided with the tools to have a successful FCCLA school year!

Fall Leadership Meetings - One day mini-conferences that are held in six locations across the state (between mid-October and early-November). The day includes a main session with a keynote speaker, as well as workshops on current teen issues and FCCLA competitive events/programs.

State Leadership Conference - 2 1/2 day conference (held annually in April) that includes the State Competitions for Proficiency & STAR Competitive Events, General Sessions with a keynote speaker, Entertainment Session, Workshops, Exhibits, and the Election of the State Officer Team for the upcoming year.

National Leadership Conference - 4 day conference (held in the summer) that includes the National Competitions for STAR Competitive Events, General Sessions with a keynote speakers, Workshops, Exhibits, and the Election of the National Officer Team for the upcoming year.