



State Officer Candidate Study Guide

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The process to become an officer for the Business Professionals of America, Ohio Association is lengthy but extremely rewarding. The student members of the Ohio Association have entrusted leadership of their organization to their elected State Officer Team. Members who choose to be candidates must understand the required level of commitment and dedication. In return, the experience officers gain through classroom instruction, Workplace Skills Assessment Programs, and BPA will help develop the skills necessary for successful servant leadership.

Preparing for the Selection Process

Career Technical Education is the platform from which Business Administration, Finance, and Marketing Education is taught. It is vital to understand this relationship and how it fits into the general education picture. How does Business Administration, Finance, and Marketing Education fit into Career-Technical Education?

- What is the purpose of Career-Technical Education?
- How did Career-Technical Education Begin?
- How is Career-Technical Education Funded?
- What other career fields are represented in Career-Technical Education?

Practice Impromptu Scenarios

Many State Officer candidates will prepare for the interview process by envisioning and even role playing various scenarios they may encounter as a Business Professionals of America, Ohio Association State Officer. With all the roles an Officer must fulfill, it is imperative s/he enters the term with a high level of understanding of business education, BPA, and industry. The following are examples of questions asked or problems encountered by former State Officers:

- How can chapter officers develop interest and enthusiasm within local chapters?
- What is the best way for new members to start participating in BPA?
- What are some ways a local chapter can increase membership?
- What are some creative ways in which local chapters are fundraising?
- How can local leadership encourage advisors to utilize all the opportunities provided by the Association?
- What are the characteristics of an engaged and involved BPA local chapter?
- Why should program like Business Administration, Finance and Marketing programs be taught in school?
- What are the unique features of Business Professionals of America?
- How would you advise a local officer to proceed with creating and executing a service project?
- What is the purpose of Business Professionals of America?

Fundamental Information to Know about BPA

Business Professionals of America, Ohio Association

Headquarters | 25 South Front Street | MS #604 | Columbus, OH 43215

BPA is an integral part of Business, Technology Arts division of Career-Technical Education within the Ohio Department of Education (ODE). BPA officers should be familiar with the following ODE administrative staff.

- Paolo DeMaria, Superintendent of Public Instruction
- Julia Simmerer, Senior Executive Director, Center for Teaching, Leading and Learning
- Leah Amstutz, Director of Career-Technical Education
- **VACANT**, Associate Director of Career-Technical Education
- **VACANT**, Assistant Director of Career-Technical Education
- Crystal Dortch, Education Program Specialist
- Dee Sturgill, Business, Finance and Marketing Consultant
- Kris Vigneron, Arts and Communication Education Program Specialist
- Hamet Ly, Administrative Professional

2019-2020 State Officer Team

- Trinity Robinson, President;
- Ana Lu Gehner, Vice President;
- Sarah Eifel, Secretary;
- Jayla Neal, Treasurer;
- Carleigh Boyd, Historian;
- Jacob Maher, Parliamentarian

2019-2020 National Officer Team

- Emily White, President;
- Rhyan Goodman, Vice President;
- Kaleb Amofa, Treasurer
- Aliah Mir, Secretary;
- Kyle Bennett, Historian;
- Janna, Neyenhaus, Parliamentarian

Classroom Educator Advisory Committee (CEAC)

CEAC advises the State Advisor on statewide activities and is comprised of the following:

Voting Members: One Classroom Educators Advisory Council (CEAC) representative from each of Ohio's **18 regions** and One Post-Secondary Representative.

Ex-Officio Members

- **VACANT**, Board President
- Crystal Dortch, State Advisor
- Ohio Association State Officers

State-Level Leadership Conferences

The 2019 Fall Leadership Conference is Tuesday, November 5, 2019, at the Greater Columbus Convention Center.

The 2020 State Leadership Conference is March 12-13th. Competitive events will be at the Hyatt Regency Columbus, and awards at the Greater Columbus Convention Center.

National Leadership Conference and Theme

The 2020 National Leadership Conference is in the Washington D.C. area, May 6-10, 2020. *Capitalize Your Future* is the conference theme. The 2019-2020 National Officer Team chose the theme.

BPA National Center

National Business Professionals of America | 5454 Cleveland Avenue | Columbus, OH 43231
BPA officers should be familiar with the names and roles of the [National BPA Center Staff](#).

National Center staff is responsible for the following services to individual members, local chapters, and state associations.

- National BPA website www.bpa.org.
- Membership registration
- National Leadership Conference
- Workplaces Skills Assessment Program (competitive events)
- National Officer Elections
- National BPA Scholarships
- Torch Awards Program
- BPA Cares Program

Workplace Skills Assessment Program (WSAP)

Competitive events occur at the regional, state, and national levels. The events test a member's competency in five categories.

- Finance
- Business Administration
- Management Information Systems
- Digital Communication & Design
- Management, Marketing & Communication

Business Professionals of America's Name

Business: The field for which Business Professionals of America prepares students. We educate BPA members to work efficiently in a variety of business settings.

Professionals: Students join Business Professionals of America to take advantage of a wide range of professional development opportunities.

America: Symbolizes pride in the United States and its free enterprise system.

Mission Statement *New Mission*

The mission of Business Professionals of America is to develop and empower student leaders to discover their passion and change the world by creating unmatched opportunities in learning, professional growth and service.

Vision Statement *New Vision*

The vision for Business Professionals of America is: To be an innovator in Career and Technical Education, providing our members with opportunities for growth through **education, competition, community service** and **personal development**.

BPA Pledge

We are met in a spirit of friendship and goodwill as we prepare for careers in a world-class workforce. We work together to develop professionalism and leadership through Business Professionals of America and pledge our loyalty to our nation.

The Emblem

The four points of the BPA shield stand for Ambition, Leadership, Sociability and Poise. The shield itself stands for honor and dignity and the importance of business in America. The stripes represent education, citizenship, loyalty, patriotism, competency and dependability. The bar represents the service provided by employees in business occupations. The quill and inkwell represent the stability of business occupations through the ages and the torch represents worthy goals.

Official BPA Colors

Navy signifies the success achieved through leadership and professionalism. **Tan** represents the bountiful fields of opportunity in America. **Red** symbolizes the friendship obtained through teamwork in our organization.

BPA Attire

The nametag is worn on the right side of the jacket.
The highest torch award pin earned is placed on the right lapel.
The national merit pin is placed on the right lapel.
The year membership pin is placed on the left lapel.
The officer pin is placed on the right lapel above the name tag.

Special Olympics

Special Olympics is Ohio Association’s and National BPA’s service project. In Ohio, the school with the highest Special Olympics contribution receives a plaque at the State Leadership Conference.

Logo and Tag Line ***UPDATED***



The official tagline is “Giving Purpose to Potential” To ensure there is clear communication of Business Professionals of America, the tagline must always appear with the logo on printed pieces. The tagline can be on one or two lines, depending upon the size and shape of the graphic piece. The size of the tagline cannot be smaller than 7 point font.

Torch Awards Program

BPA’s Torch Awards Program recognizes BPA members for community service and for leadership development activities. There are **nine** torches in **seven** activity divisions. The torches are **leadership, service, cooperation, knowledge, friendship, love, hope, faith, and patriotism**. There are four levels of awards.

Local Award	Executive	10 points in each category
Regional Award	Diplomat	30 points in each category
State Award	Statesman	50 points in each category
National Award	Ambassador	70 points in each category

Ohio BPA Website

The Ohio Association website is www.ohiobpa.org.

Scholarships

The Ohio Association *may* provide up to four (4) \$1000 scholarships for its members. Any Ohio Association member who meets the posted application criteria can apply for an Ohio Association Scholarship. Members whose advisor is an Ohio ACTE Business and Information Technology division can apply for the BIT scholarship. Scholarships are awarded at the State Leadership Conference in the spring.