



CHARACTER • SCHOLARSHIP • LEADERSHIP • SERVICE

NATIONAL HONOR SOCIETY

Winter Springs High School



Officer Application

Dates to Remember

NOW	Applications Available Online Go to WSHS homepage. Click on students— organizations--National Honor Society
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Due Thursday, March 16 th to Ms. Reale in 5-223. No exceptions!	Completed Applications with election speech
March 30 th	Elections

Dear Prospective NHS Officer:

Please take a few minutes to carefully read all of the materials in this packet. It contains information for you and your parent(s) to read regarding our expectations as an officer of Winter Springs High School's National Honor Society. We believe it is best for student leaders to know what is expected of them before they choose to run for office.

As an NHS officer, you will be a student leader on campus and a visible role model. If you are successful in your application for office, you must maintain high standards of conduct, attendance, and school spirit during your tenure in NHS. NHS officers are required to exhibit the highest standards of moral and ethical character while serving as a role model to fellow students.

You will also be assuming a variety of responsibilities. You will be expected to attend all meetings and activities sponsored by NHS. You will be expected to participate in a variety of service projects that fellow officers agree to sponsor throughout the school year.

If you are elected, you will be required to attend officer meetings once a month on the Monday preceding the general Thursday meeting. These meetings are extremely important in planning and implementing activities and managing events that can have a positive and meaningful impact on our campus. You will be directly managing up to 100 students who are members of NHS and who are looking to you for guidance and support. Our mission is to support all WSHS students and provide a strong example of scholarship, leadership, service, and character.

Most importantly, your tenure as an NHS Officer will likely be one of the most rewarding and memorable experiences of your high school career. You will have the opportunity to be involved in a group that has the potential to be highly effective as a decision-making body, planning and creating events and demonstrating the meaning of compassionate acts of kindness.

If you have any questions or concerns about the duties and responsibilities outlined in this packet, please contact Ms. Reale in 5-223 or email at Nicole_Reale@scps.k12.fl.us. Good luck!



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Officer Descriptions

Chapter Officers

The chapter officers consist of a president, vice-president, secretary, treasurer, historian and parliamentarian. The officers are to be elected by the membership in the spring of each year and are to serve as outstanding role models to the members and the student body. NHS officer candidates must fill out a nomination form and deliver a campaign speech of no more than 200 words to their peers. A majority must be cast to elect any officer to the Winter Springs High School Chapter of NHS.

Section 1 – President

It shall be the duty of the president to preside over meetings, set agendas for the meetings, coordinate work, function as an intermediary, represent chapters at other meetings as required, take ultimate student responsibility for all chapter functioning, and lead the club in the revision of the National Constitution.

Section 2 – Vice President

The vice-president shall fulfill the duties of president as circumstances require, oversee the number of community service hours rendered and monitor the mentor program, while evaluating the need for developing new committees to help with the smooth functioning of the chapter. Vice President also assists in Public Relations for NHS.

Section 3 – Secretary

The secretary shall take minutes of all meetings, maintain accurate electronic records, maintain club rosters, and oversee publicity of chapter event and correspondence. You **MUST** be organized!

Section 4 – Treasurer

The treasurer shall develop and maintain all financial records and manage the NHS account and purchase orders and oversee all chapter fundraising activities.

Section 5 – Historian

The historian shall maintain the clubs website, mentor program sign ups, update the calendar and manage the submission of photos by members as part of their service requirement. At the induction ceremony, the historian will prepare a slideshow highlighting community service events over the past year.

Section 6 – Parliamentarian

The parliamentarian shall record and coordinate membership, check mandatory attendance, and keep accurate electronic records of community service hours. This job requires weekly filing of service hours and sending out notices of hours not served.

WHICH OFFICE ARE YOU RUNNING FOR?

PRESIDENT

TREASURER

VICE PRESIDENT

HISTORIAN

SECRETARY

PARLIAMENTARIAN



RULES & ELECTION GUIDELINES

1. Candidates must complete all sections of this application
2. A 3.2 Academic Grade Point Average must be maintained your entire time in office. Candidates must maintain a record of outstanding citizenship and follow all school rules outlined in the student handbook including the NHS Discipline Guidelines.
3. All NHS Officers must be able to attend officers' meetings held the Monday directly preceding the general Thursday meeting (monthly). Once you are elected, failure to be able to meet during one of these times will result in forfeit of position.
4. Applications must be submitted to Ms. Reale by March 16th.

I understand I must follow all of the above rules & guidelines, and if I break any of these rules, I will be disqualified.

Student Signature

Parent Signature



According to the National Bylaws, National Honor Society Officers are students who exhibit the highest standards of moral and ethical character while serving as a role model to fellow students.

Teachers: Your signature is an endorsement of this candidate as a qualified and deserving representative to serve as a National Honor Society Officer for the 2017-18 school year. In signing below, you are expressing confidence in this candidate's ability to conduct the business required by the Winter Springs Chapter of National Honor Society.

signature of teacher here

CLASS

TEACHER

IN GOOD STANDING?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

APPLICATION QUESTIONS

1. In 25 words or less, describe why you would make an outstanding NHS officer.

2. List 2 areas within the NHS program that you feel are functioning well.

3. List 2 areas of the NHS program that you feel could be improved.

ELECTION SPEECH (200 WORDS MAX)

Please submit your speech to be recited at the election ceremony by March 16th. You will recite this speech on March 30th in the auditorium at our regular meeting. Please type and deliver along with your completed application to Ms. Reale in 5-223.