

FCCLA ADVISER CHECKLIST

We're developing a list of advisers to contact for success stories, management tips, and article ideas for *The Adviser*. Please fill in the requested information and return to: *The Adviser*, David DuVal, Communications Coordinator, FCCLA, 1910 Association Drive, Reston, VA 20191 or Fax to: (703) 860-2713.

Name: _____ Home phone: _____

E-mail address: _____ School name: _____

School phone: _____ School fax: _____ School address: _____

City: _____ State: _____ Zip: _____ Level: ___ middle school ___ high school

No. of years: ___ teaching ___ advising Type of chapter: ___ occupational ___ comprehensive
___ urban ___ suburban ___ rural

Do you integrate FCCLA into the classroom? ___ Yes ___ No

Is the *Adviser Index* sheet a useful guide? ___ Yes ___ No

I'd be happy to share my experiences and thoughts about – ISSUES

- ___ involving students in community service or service learning
- ___ preventing teen alcohol/drug abuse/impaired driving
- ___ preventing youth violence
- ___ helping teens handle stress and competition
- ___ implementing school-to-work and tech prep
- ___ addressing family issues through FCCLA activities
- ___ working with teens in crisis
- ___ involving parents in education
- ___ building student financial literacy
- ___ helping teens explore and choose careers
- ___ dealing with differences and diversity
- ___ working with handicapped and special needs students
- ___ teaching students critical thinking and goal setting skills
- ___ developing leadership skills in students
- ___ promoting careers in FACS education
- ___ OTHER: _____

The top three issues facing my members are:

- 1.
- 2.
- 3.

The top three issues facing me and my colleagues are:

- 1.
- 2.
- 3.

"Idea Exchange" features advising tips. What advice can you give other advisers?

CHAPTER MANAGEMENT

- ___ securing outside financial support for the chapter
- ___ developing membership recruitment strategies
- ___ recruiting 100% membership in the chapter
- ___ motivating and communicating with members
- ___ targeting male membership
- ___ involving members in national programs
- ___ managing middle/junior high chapters
- ___ managing occupational chapters
- ___ working with co-curricular chapters
- ___ starting/maintaining urban chapters
- ___ meeting the needs and interests of urban students
- ___ block scheduling effects on membership
- ___ public policy efforts (local, state, and national)
- ___ OTHER: _____

PROFESSIONAL DEVELOPMENT

- _____ tips for image building and/or program promotion
- _____ addressing accountability issues
- _____ working with school board, administrators, parents
- _____ tips for balancing work and family
- _____ addressing ethics and integrity
- _____ tips for effective networking/collaboration
- _____ recruiting new advisers
- _____ suggestions for new advisers
- _____ continuing education and professional opportunities
- _____ OTHER: _____

Brag a little! What is the most exciting thing you and your FCCLA chapter have done lately?

CHAPTER PROGRAMMING

- _____ helping members use the planning process
- _____ running for office/leadership training
- _____ effective fundraising
- _____ effective public relations
- _____ using *Teen Times* as a classroom resource
- _____ using national programs with middle school members
- _____ using national programs with occupational members
- _____ marketing your chapter
- _____ organizing *STAR Events* participation in local chapters
- _____ organizing programs to increase membership
- _____ operating chapter or member businesses
- _____ using national FCCLA resources
- _____ addressing technology: using the Internet
- _____ OTHER: _____

The "Ideas That Work" column shares specific techniques for teaching FCCLA factual information or developing skills. What games and techniques work for you? (You may use another piece of paper.)

ISSUE-FRIENDLY PROGRAMS

Please share your ideas for co-curricular, student-run projects within these national programs

ISSUE:

<i>Career Connection</i>	
<i>Community Service</i>	
<i>Dynamic Leadership</i>	
<i>Families First</i>	
<i>Financial Fitness</i>	
<i>FACTS</i>	
<i>STAR Events</i>	
<i>Student Body</i>	

What types of things do you do to increase membership?

Feel free to add additional pages! Thanks.