



Louisiana Phi Beta Lambda, Inc.

State Officer Responsibilities

State Officer Candidates: Please download or print this document and complete the sections below. Then upload it as part of your online application.

The **State Officer** shall:

- A. Attend all required meetings, workshops, and conferences;
- B. Serve as a delegate at the National Leadership Conference;
- C. Submit all assignments by the stated deadline;
- D. Promote Louisiana PBL through the visitation of schools, businesses, etc.;
- E. Wear official dress when requested by State Adviser;
- F. Assume responsibility for implementing the Program of Work
- G. Make arrangements for transportation to all events;
- H. Represent Louisiana PBL at functions such as Louisiana FBLA State Leadership Conference, and other various functions;
- I. Recruit members for local chapter;
- J. Assist in state membership recruitment efforts and campaigns;

The following activities are required of all state officers for the 2018-2019 membership year (NLC and NFLC attendance is strongly encouraged):

Conference/Meeting	Date	Location
State Officer Training	May 18, 2018	New Orleans, LA
PBL National Leadership Conference (NLC)	June 23-26, 2018	Baltimore, MD
State Fall Leadership Conference	TBD	TBD
National Fall Leadership Conference (NFLC)	November 16-17, 2018	Charlotte, NC
FBLA State Leadership Conference	March 24-26, 2019	Lafayette, LA
PBL State Leadership Conference	March/April 2019	TBD

I understand that failure to comply with the officer responsibilities listed above will result in termination of office per the Board of Directors. I understand that I must attend all required functions above and will not receive permission to miss any of these meetings. I will assist at all Louisiana PBL conferences and the executive council meetings in any manner requested by the state adviser.

Printed Name: _____

Signature: _____