

# Courtesy Corps



NORTH DAKOTA

# Handbook

## COURTESY CORPS

New 2022

- a. The courtesy corps will be directed by advisors.
- b. Member sign up is in the registration link for State FFA Convention. Each chapter can register up to three members. Members interested in this opportunity should be motivated to assist and be reliable to show up to events they are assigned.
- c. Courtesy corps members must dress as outlined in the North Dakota FFA Code of Ethics when on duty. Members who cannot comply with the official dress will not be allowed on the courtesy corps.
- d. Courtesy corps members will be expected to be familiar with official dress code and the FFA Code of Ethics so they can make corrections as needed. They should also be familiar with the state FFA convention program.
- e. Courtesy corps assignments may be assigned pre-convention during registration (members select two preferred activities) and/or after registration closes. Pre-assigned work will assist with convention logistics. Choices selected during registration are not guaranteed.
- f. CDE Superintendents and convention officials will create a list of duties and number of courtesy corps members needed. This will assist with assigning members to appropriate events and activities.
- g. Duties (but not limited to) of the courtesy corps are listed below:
  1. Convention Stage: Back stage with the stage and award crew.
  2. Keep the convention hall neat and orderly, straighten the chairs and pick up the trash after each session.
  3. Greet convention guests and escort them to their seats.
  4. Assist the state officers as needed.
  5. Assist with CDEs and other events.
  6. Assist with any other duties that may arise during the convention.
- h. Courtesy corps members will be excused to participate in other career development events.
- i. The courtesy corps members will be rated gold, silver, or bronze based on appearance, attendance, and performance. Each member will have a score card for the event supervisor to complete and sign verifying their participation.
- j. Three courtesy corps members will be rated as Outstanding Courtesy Corps members and be recommended for the National FFA Convention Courtesy Corps. The three courtesy corps members are eligible to receive travel stipends awarded by the ND FFA Foundation to participate in Courtesy Corps at the National FFA Convention. Additional members of these chapters and any chapter members are encouraged to take part in the National FFA Courtesy Corps. National FFA Courtesy Corps participation is open to all registered National FFA Convention attendees.



### ND FFA COURTESY CORPS ASSIGNMENT SCORECARD

<b>Member Name:</b>		<b>Chapter Name:</b>	
<b>Activity/CDE Name:</b>			
<b>Building &amp; Room #:</b>			
<b>Performance Rating:</b> 5 - Outstanding 4 - Exceeds Expectations 3 - Meets Expectations 2 - Needs Improvement 1 - Unacceptable		<b>Rating:</b>	
<b>Comments by Supervisor:</b>			
<b>Supervisor: (Sign)</b>			



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