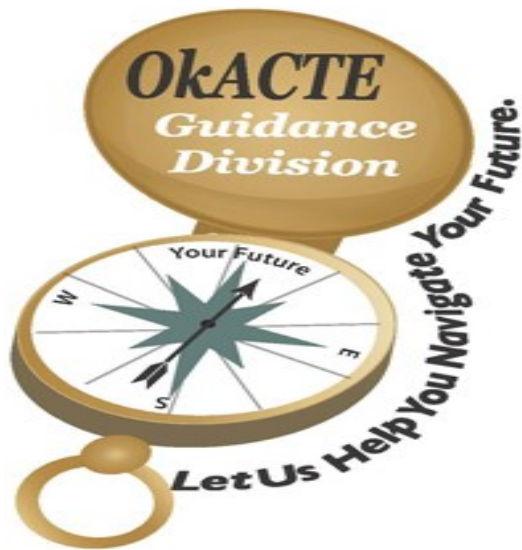


# GUIDANCE MEMBERSHIP

## Requirements for Membership:

- ▶ Be a member of OkACTE and ACTE
- ▶ Be interested and involved in the purposes of the Guidance Division
- ▶ Pay current Guidance membership dues



**Which direction are you going?  
Choose the Guidance Division to  
help you to find your way!**

## Be a Guidance Division Officer

- ▲ **President:** 1 year term; chair all division meetings; representative on OkACTE; voting member on CTAC
- ▲ **President-Elect:** 1 year term; succeeds President; chair program of work and conference planning committees; member OkACTE strategic planning committee
- ▲ **Vice-President:** 1 year term; chair membership committee and new membership orientation
- ▲ **Secretary:** 1 year term; keep minutes of all meetings of the division and executive committee
- ▲ **Treasurer:** 2 year term; record and pay bills; prepare and present annual financial report for division and executive committee
- ▲ **Reporter:** 1 year term; inform media of division awards, honors and accomplishment; website coordination
- ▲ **CTAC (CareerTech Administrative Council) Representative:** 3 year term; represent division as a voting member and report council activities to guidance membership
- ▲ **Past-President:** 1 year term; provide assistance to President and chair nominations committees



### ODCTE GUIDANCE SERVICES

Kelly Arrington  
1500 W. 7th Avenue  
Stillwater, OK 74074  
Phone: (405) 743-5159  
Fax: (405) 743-5142  
kelly.arrington@careertech.ok.gov

MAKE "THE" CHOICE



**Let US  
Guide YOU  
to Success!**

Oklahoma Department of CareerTech Education  
1 - 8 0 0 - 5 2 2 - 5 8 1 0 • X 1 6 2  
www.okacteguidance.org

# BENEFITS



- ▶ Improved Professional Standards
- ▶ Guidance Newsletter
- ▶ Pictorial Directory
- ▶ Mentoring
- ▶ Award Recognition
- ▶ Opportunities for Fun
- ▶ Ability to Make a Difference
- ▶ Networking
- ▶ Leadership Skill Development
- ▶ Legislative Impact at Local, State, and Federal Levels

## Purposes of the Guidance Division

- ◆ Develop high professional standards among the membership
- ◆ Enhance career development of all individuals
- ◆ Disseminate information about guidance to career and technology educators
- ◆ Develop and maintain communications
- ◆ Identify the importance of a comprehensive guidance system
- ◆ Provide all students with a solid foundation for making educational and career choices
- ◆ Encourage the promotion of Career and Technology Student Organizations (CTSO)
- ◆ Strengthen working relationships among all guidance personnel
- ◆ Encourage support of both state and federal career guidance legislation issues

Check out our website...

[www.okacteguidance.org](http://www.okacteguidance.org)

## How Can I Get Involved?



### Guidance Division Committees

▲ **Awards:** Solicits applications, reviews and selects applicants/nominees for awards

▲ **Bylaws/Policy and Procedures:** Updates By-Laws & Policies and Procedures on an annual basis

▲ **Nominations:** Responsible for soliciting reviewing and selecting nominees for electronics

▲ **Legislative:** Develops strategies for disseminating current legislative information

▲ **Membership Development:** Develop new member orientation, pictorial directory, "Guidance Glimpse," & coordinating activities to recruit & retain members

▲ **Conference and Program Planning:** Assists state coordinator in developing the Summer Conference Agenda

▲ **Courtesy Committee:** Assures courtesy is extended to members in cases of family illness, death, retirement, and other situations.

