INTERNATIONAL OFFICER CANDIDACY INFORMATION

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The 2022-23 International Officers (from left to right):

- Division I Vice President Andrew Schoppelrei, Marion Technical College, Ohio International Co-President
- Keziah Christie Ancheta, Waipahu High School Early College, Hawaii
- Division II Vice President Michael Rodriguez, Hillsborough Community College - DaleMabry, Florida
- Division III Vice President Brooke Jankowsky, Macomb Community College, Michigan
- International Co-President Dayriana Sanders, Arapahoe Community College, Colorado
- Division IV Vice President Calvin Jay Emerson, Everett Community College, Washington
INTERNATIONAL OFFICER CANDIDACY INTRODUCTION

PTK Catalyst 2023, Phi Theta Kappa's Annual Convention, is scheduled for April 20-22 at the Greater Columbus Convention Center in Columbus, Ohio. Five International Officers will be elected during the Convention:

- International President
- Division I Vice President
- Division II Vice President
- Division III Vice President
- Division IV Vice President

Phi Theta Kappa's four divisions are outlined [here](#).

Candidates must complete an online application and adhere to campaign guidelines established by Phi Theta Kappa Headquarters. The 2023 Candidate Application is available at [https://research2.ptk.org/index.php/792971?lang=en](https://research2.ptk.org/index.php/792971?lang=en)

All completed applications must be received online by **February 3, 2023**.

**Questions?** Contact Jennifer Stanford, Associate Vice President of Program Implementation and Campaign Coordinator, at jennifer.stanford@ptk.org or 601.984.3532.

PTK Catalyst Expenses Covered for Top 20 Candidate Semifinalists

Phi Theta Kappa Headquarters pays the travel and registration costs for the 20 Candidate Semifinalists (top four per race) to participate in PTK Catalyst 2023 in Columbus, Ohio.

Orlowski Candidate Award

Candidates vote for one of their peers for the **Steve Orlowski Candidate Award**, a **$1,500** stipend presented annually to an International Officer Candidate who best reflects the ideals of the Society during the campaign. The award honors the memory of 1986-87 North Central Vice President Steve Orlowski, Theta Omega Chapter, Wilbur Wright College, Chicago, Illinois. The award recipient is also presented with a framed medallion plaque.

INTERNATIONAL OFFICER ELECTION TIMELINE

**Early March 2023**

- Chapter advisors report their chapter’s Voting Delegate on a form provided by Headquarters. **All chapters may select one active member to serve as their Voting Delegate who will cast the chapter’s votes in ALL five International Officer races.** Chapters are NOT required to attend PTK Catalyst to vote in the Preliminary Election. The top four candidates from each race will proceed as Candidate Semifinalists at PTK Catalyst.

**Preliminary Election – March 15, 2023**

ALL Chapter Voting Delegates reported to HQ will receive an email link to cast their votes online between 8:00 am – 8:00 pm CST.

**March 16, 2023**

Candidate Semifinalists are officially announced.
Mid-April 2023
Advisors of chapters *registered for PTK Catalyst* will report their chapter’s Voting Delegate on a form provided by Headquarters. The Voting Delegate must attend Catalyst.

**Semifinalist Election – April 21, 2023**
After more campaign events during PTK Catalyst, polling will open to narrow the race to the 10 Candidate Finalists, the two candidates with the most votes in each race.

**Final Election – April 22, 2023**
Immediately following Saturday morning’s General Session, Chapter Voting Delegates will cast their final ballots in all five races. The 2023-2024 International Officers will be announced and installed during Saturday’s Hallmark Awards Gala.

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**INTERNATIONAL OFFICER RESPONSIBILITIES**

The International Officers of Phi Theta Kappa are composed of a President and Vice Presidents from each of the designated divisions. The International Officers serve a one-year term as ambassadors of Phi Theta Kappa.

To serve as an International Officer is a privilege and an honor. With this honor comes serious responsibilities which warrant careful consideration.

The candidate is expected to discuss with family members, chapter members, chapter advisor(s), and job supervisors the time and support needed to fulfill the responsibilities of the position. If elected, International Officers are required to relinquish any regional officer roles, however, they may still serve with their local chapter.

**Responsibilities:**

1. Continue to be an *active member* of an active Phi Theta Kappa chapter and *submit official transcripts* to HQ after each academic term.

2. Advocate for the Society by clearly articulating the mission and strategic commitments of Phi Theta Kappa to the members and college community. This includes traveling to and/or virtually participating in PTK regional events and other conferences as assigned by Headquarters.

3. Work with Society leadership to set goals and formulate strategy aligned with the mission and strategic plan of the Society.

4. Serve as a PTK resource for chapter and regional leaders as well as represent the larger student membership by serving as a spokesperson for Phi Theta Kappa and as a liaison between members and the organization.

5. Preside at the 2023 Regional Institute (tentatively set for November 2-5 in Jackson, MS) and PTK Catalyst 2024 at Gaylord Palms Resort and Convention Center in Orlando, FL, April 4-6 (International Officers arrive earlier in the week).

6. Attend virtual and in-person meetings, trainings, and events related to professional development.

7. Write social media posts and articles for Society communications as assigned.
INTERNATIONAL OFFICER BENEFITS

*Phi Theta Kappa Headquarters provides International Officers with the following benefits:*

- The experience can best be compared to a one-year, unpaid executive internship consisting of professional development such as strengthening public speaking, goal setting, collaborative, and organizational skills while representing the Society.
- Engagement with PTK Staff and Society leaders throughout the term in office.
- Individual transfer and career coaching to help International Officers reach their personal and professional goals.
- Headquarters will provide travel, accommodation, and registration expenses for all Headquarters-approved travel.*
- $3,500 in leadership scholarships to support Officers’ success both during and after their time in office.
- International Officer pearl-accented lapel pin upon successful completion of the term in office.

*Virtual training and conferences may be substituted for face-to-face events.

CANDIDATE’S CAMPAIGN COMMUNICATIONS

- Candidates may post about their campaign via social media AFTER they have received confirmation from Phi Theta Kappa Headquarters that their application has been accepted, usually within two weeks following the application deadline. All confirmed candidate applicants are notified on the same day.
- Candidates should NOT start a group page or other social media account with "Phi Theta Kappa" or "PTK" in the title. (Examples: PTK Friends for John Smith)
- Candidates and/or their supporters should NOT tag or post photos of Phi Theta Kappa’s Center for Excellence, HQ Staff and/or current International Officers in their posts. No campaign-related posts by any supporter should tag PTK’s official social media accounts, HQ Staff, and/or current International Officers.
- Once a candidate is confirmed by HQ Staff, they may NOT post or comment on any Phi Theta Kappa official social media. Furthermore, their supporters are prohibited from posting campaign messages on PTK’s official social media accounts at any time: Facebook, Twitter, Instagram, YouTube, TikTok, and LinkedIn
- Candidates are NOT required to campaign on social media, but if they do, they should bemindful that they as well as their supporters are representing Phi Theta Kappa in any posts. All posts should be done in a manner worthy of those pursuing the highest student office in Phi Theta Kappa Honor Society.
- Candidates are respectfully asked to NOT send mass mailings/emails to PTK constituents regarding their campaign.
- We recommend communicating with remote campaign team members through email, private messaging and/or a CLOSED social media account or online app (such as a closed/private
group page on Facebook, GroupMe, Slack, Google Chat, etc.) that is only available to those serving on a campaign team.

FUNDING GUIDELINES

• Phi Theta Kappa requires candidates to receive their college president/campus CEO and chapter advisor’s approval in the form of signatures on the Candidate Application to run for International Office as the candidate is representing the college and chapter. However, we do NOT require college administrations or chapters to provide financial support of a candidate for International Office nor for an International Officer.

• To remove financial barriers and reaffirm our commitment to equity and inclusion, Phi Theta Kappa will pay for the top 20 Candidate Semifinalists to participate in PTK Catalyst. This includes travel, hotel accommodations, meals, and registration.

• Other campaign expenses should be kept to a minimum. Candidates may seek funds or in-kind support for other campaign-related expenses such as campaign attire and/or designing their Information Piece.

• Note: Candidates may NOT seek or receive funding from financial partners of Phi Theta Kappa, including but not limited to four-year colleges/universities and the Society’s corporate partners.

GENERAL CAMPAIGN RULES

The following rules have been established to ensure the campaign for International Office is an educational and rewarding experience for every candidate.

1. A Phi Theta Kappa member may be a candidate for International Office only once (as stated in Chapter X, Section 1 of the Society’s International Constitution and Bylaws).

2. Candidates under the age of 18 must have a college-approved chaperone to travel with them to PTK Catalyst and, if elected, on all HQ-approved International Officer trips. HQ only pays the official travel expenses of International Officers. The travel expenses for the chaperone are not covered.

3. Elected International Officers must complete at their chapter’s college at least six credit hours* each semester during the academic year of their term in office. This allows Officers to maintain active membership and be visible with their local chapter/college. *Courses may be online.

4. Members who are dually enrolled in associate degree and bachelor’s degree coursework are eligible to campaign and hold International Office. However, Candidates and International Officers should take most of their coursework at the college where they are a PTK Member. Members who are dually-enrolled in high school and college are eligible.

Please note International Officers who have already taken courses at a university may not have as many transfer scholarship opportunities due to scholarship provider eligibility standards.

5. Phi Theta Kappa reserves the right to extend the application deadline if a race is uncontested.

6. Candidates may NOT move their application to another office after the application deadline unless a race is uncontested.
7. Although it is not a Headquarters requirement, candidates may appoint a campaign manager to assist them in preparing for the International Officer Campaign. If one is appointed, they

- must be an active member of Phi Theta Kappa (enrolled in college with an active chapter)
- may only serve once as a campaign manager
- may not be an alumni member or former International Officer; however, alumni and former International Officers may support the candidate as a member of the campaign team.

8. Campaign teams are primarily PTK members from any chapter/region, but also may include others unaffiliated with Phi Theta Kappa. Chapter advisors and Regional Coordinators may NOT serve on a campaign team. They may provide guidance and support behind-the-scenes.

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**PHI THETA KAPPA REGIONS**

1. Regional primaries are prohibited. If a region has more than one candidate seeking the same International Office, the region may NOT hold a contest to determine which one will proceed to the international race.

2. Regions can feature information about International Officer candidate(s) from their region on their website, social media and/or in their newsletter.

3. Candidates for International Office may give a brief speech at their spring regional convention if each candidate from the region is given equal time. Candidates should contact their Regional Coordinator regarding any regional policies governing candidates’ speeches.

4. Any candidate applicant who attends another region’s meeting may NOT be introduced as a candidate and may NOT give a presentation or speech.

5. Candidates should check with their Regional Coordinator to find out if current Regional Officers are restricted from serving on a candidate’s Campaign Team.

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**PTK CATALYST**

1. Candidates are NOT allowed to serve as Educational Forum presenters for the Annual Convention or perform in a solo or small-group performance.

2. Candidates may be individually recognized for Hallmark Awards, Scholarships, etc.

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*Phi Theta Kappa is committed to the elimination of unlawful discrimination in connection with all employment relationships, business operations, and programs. Discrimination based on gender, family or marital status, race, color, national origin, military or veteran status, economic status, ethnic background, sexual orientation, gender identity, transgender status, genetic information or history, age, disability, political affiliation, and cultural and religious backgrounds is prohibited.*

*Membership eligibility is determined by the local chapter in accordance with membership criteria established by the Phi Theta Kappa Constitution and Bylaws.*