



Today's students. Tomorrow's business professionals.

Montana Association

www.bpamt.org

ESTABLISHING A CHAPTER

Time spent in developing a Business Professionals of America chapter will be time well spent. The rewards are immense for the individual students, the teacher, the school, and the community.

A step-by-step procedure in establishing a chapter might be the following:

- Make a time commitment for meetings and activities.
- Get school administrative approval (wherever necessary).
- Find a “nucleus” of interested students to form a research and/or organizational committee.
- Contact the state advisor for information about state and national membership, dues, and conferences.
- Present the idea of Business Professionals of America to the students.
- Prepare a chapter constitution.
- Hold a membership recruitment drive; collect dues and send membership application with state and national dues.
- Hold nominations, campaigning, and election of officers.
- Establish a program of work for the year. Include professional, civic and service, social, and fund-raising activities; involvement in national programs; and attendance at state and national leadership conferences. Be sure regular chapter meeting times are established.
- Maintain contact with the state advisor in order to keep abreast of state and national activities.
- Evaluate chapter progress and effectiveness periodically.