

Distinguished Chapter



Complete ALL of the following tasks in the corresponding level to become a distinguished chapter. Towards the end of year you will submit a proof of completion and upon being approved, will receive a distinguished chapter banner at SCDC to be hung in your school.

Proof of work: We recommend creating a Google Drive folder titled "Distinguished Chapter" to store all documentation, spreadsheets, screenshots, and tables to provide easy access to proof of completion for each task. By diligently maintaining this folder, you'll be well-prepared to submit your guided Google Form at the end of the year and receive the distinguished chapter banner at SCDC. Good luck on your journey to becoming a distinguished DECA chapter!

Timeline:

Oct 1 - Jan 1: Work on tasks in a distinguished level

Jan 12: Submission Deadline

Feb 28: Awards announced at SCDC



1. **1.50%+ of chapter members at Diamond level (5x5)** [Idaho DECA 5x5 Initiative](#)

a. In the document, Diamond Tier:

- i. 25 hrs of volunteering per person
- ii. 25 lbs of food per person
- iii. 25 lbs of trash per person
- iv. \$25 raised for M.D. per person
- v. 25 new people aware about DECA

b. **PROOF:** Submitted the 5x5 google form for proof of work

2. **Host 3 fundraisers**

a. These fundraisers could be within your school or outside your school. The money raised could go to muscular dystrophy or it could be to fund your chapter's trip to ICDC. Regardless, hosting fundraisers can be very beneficial to your chapter.

b. Proof: Record event details, funds raised, and how the money will be used.

3. **Host 3 community outreach events**

a. Organize three events that engage your chapter with the local community, highlighting DECA's impact. Some examples include volunteering at local homeless shelters, or sponsoring a clothing or food drive. All hours put towards planning and running an event can go toward your chapter volunteer hours.

b. **PROOF:** Document event descriptions, dates, and photos showcasing participation and community engagement.

KEY

LEADERSHIP

CAREER DEVELOPMENT

MARKETING

FINANCE

HOSPITALITY

4. Host 3 membership campaigns

- a. Conduct three membership campaigns to attract new members or engage current members. This can be anything from having a booth at any school events, creating your very own promotional video, and more.
- b. **PROOF:** Record campaign details, strategies used, and increase in membership numbers.

5. Grow chapter by 20%

- a. Use membership campaigns and various strategies to grow your chapter by at least 20%.
- b. **PROOF:** Document the number of members in your chapter on Oct 1 and on Jan 1.

6. Start/maintain a school based enterprise (SBE)

- a. The DECA Direct has many resources on getting and SBE starting at your chapter. If you already have an SBE at your school, keep working hard to maintain it throughout the year to complete this task.
- b. **PROOF:** Showcase documentation of SBE setup/maintenance, such as business plans, revenue generation, and activities.

7. Bring your chapter instagram account to 100 followers

- a. Promote your chapter's instagram account and be active on social media to increase your follower count.
- b. **PROOF:** Take a screenshot of your chapters instagram page with proof of the number of followers on Oct 1 and Jan 1.

8. Maintain 80% attendance at monthly meetings

- a. To ensure consistent attendance of members at your weekly meetings, host a meeting at least once a month. In these meetings give out important updates and information as well as include an activity to keep them engaged.
- b. **PROOF:** Maintain an attendance log and calculate the percentage of members present out of total registered members.

9. Hold 3 competition prep workshops with your chapter

- a. Plan three different workshops to help your chapter prepare for competitive events at SCDC and ICDC. Workshops can focus on various subjects such as role plays vs writtens, or the different types like Individual Series Events or Team Decision Making Events.
- b. **PROOF:** Show the outline for each of these workshops. The pieces of a workshop should include:
 - i. Connection: engaging way to introduce main concept
 - ii. Preview: introduce the main points of the workshop
 - iii. Support: method to teach point material
 - iv. Point: the information we want the audience to learn
 - v. Application: applying the point material to their lives
 - vi. Review: summarizing material covered in the workshop

KEY

10. Host 3 practice test opportunities

- a. This could be at a weekly or monthly meeting where chapter officers organize a practice test opportunity for members to practice their business knowledge before competition. Host 3 sessions for students to take a practice test based on the event they will compete in.
- b. **PROOF:** Pictures of everyone taking the test on three separate occasions

11. Post 5 times on social media

- a. Being consistent and posting throughout the year on social media is good marketing to promote DECA at your school and everyone
- b. **PROOF:** Take screenshots of your DECA's instagram page.



1. 50%+ of members at Sapphire (5x5)

- a. In the document, Sapphire Tier:
 - i. 20 hrs of volunteering per person
 - ii. 20 lbs of food per person
 - iii. 20 lbs of trash per person
 - iv. \$20 raised for M.D. per person
 - v. 20 new people aware about DECA
- b. Have 50% of your chapter members complete these goals
- c. **PROOF:** Submitted the 5x5 google form for proof of work

2. Host 2 fundraisers

- a. These fundraisers could be within your school or outside your school. The money raised could go to muscular dystrophy or it could be to fund your chapter's trip to ICDC. Regardless, hosting fundraisers can be very beneficial to your chapter.
- b. **PROOF:** Record event details, funds raised, and how the money will be used.

3. Host 2 community outreach events

- a. Organize two events that engage your chapter with the local community, highlighting DECA's impact. Some examples include volunteering at local homeless shelters, or sponsoring a clothing or food drive. All hours put towards planning and running an event can go toward your chapter volunteer hours.
- b. **PROOF:** Document event descriptions, dates, and photos showcasing participation and community engagement.

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4. Host 2 membership campaign

- a. Conduct two membership campaigns to attract new members or engage current members. This can be anything from having a booth at any school events, creating your very own promotional video, and more.
- b. **PROOF:** Record campaign details, strategies used, and increase in membership numbers.

5. Grow chapter by 15%

- a. Use membership campaigns and various strategies to grow your chapter by at least 15%.
- b. **PROOF:** Document the number of members in your chapter on Oct 1 and on Jan 1.

6. Bring your chapter instagram account to 50 followers

- a. Promote your chapter's instagram account and be active on social media to increase your follower count.
- b. **PROOF:** Take a screenshot of your chapters instagram page with proof of the number of followers on Oct 1 and Jan 1.

7. Maintain 70% attendance at monthly meetings

- a. To ensure consistent attendance of members at your weekly meetings, host a meeting at least once a month. In these meetings give out important updates and information as well as include an activity to keep them engaged.
- b. **PROOF:** Maintain an attendance log and calculate the percentage of members present out of total registered members.

8. Hold 2 competition prep workshop with your chapter

- a. Plan two different workshops to help your chapter prepare for competitive events at SCDC and ICDC. Workshops can focus on various subjects such as role plays vs writtens, or the different types like Individual Series Events or Team Decision Making Events.
- b. **PROOF:** Show the outline for each of these workshops. The pieces of a workshop should include:
 - i. Connection: engaging way to introduce main concept
 - ii. Preview: introduce the main points of the workshop
 - iii. Support: method to teach point material
 - iv. Point: the information we want the audience to learn
 - v. Application: applying the point material to their lives
 - vi. Review: summarizing material covered in the workshop

9. Host 2 practice test opportunities

- a. This could be at a weekly or monthly meeting where chapter officers organize a practice test opportunity for members to practice their business knowledge before competition. Host two sessions for students to take a practice test based on the event they will compete in.
- b. **PROOF:** Pictures of everyone taking the test on three separate occasions

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10. Post 3 times on social media

- a. Being consistent and posting throughout the year on social media is good marketing to promote DECA at your school and everyone
- b. **PROOF:** Take screenshots of each of the posts created and posted.



1. 50%+ of members at Gold (5x5)

- a. In the document, Gold Tier:
 - i. 15 hrs of volunteering per person
 - ii. 15 lbs of food per person
 - iii. 15 lbs of trash per person
 - iv. \$15 raised for M.D. per person
 - v. 15 new people aware about DECA
- b. Have 50% of your chapter members complete these goals
- c. **PROOF:** Submitted the 5x5 google form for proof of work

2. Host at least 1 fundraiser

- a. These fundraisers could be within your school or outside your school. The money raised could go to muscular dystrophy or it could be to fund your chapter's trip to ICDC. Regardless, hosting fundraisers can be very beneficial to your chapter.
- b. **PROOF:** Record event details, funds raised, and how the money will be used.

3. Host at least 1 community outreach event

- a. Organize two events that engage your chapter with the local community, highlighting DECA's impact. Some examples include volunteering at local homeless shelters, or sponsoring a clothing or food drive. All hours put towards planning and running an event can go toward your chapter volunteer hours.
- b. **PROOF:** Document event descriptions, dates, and photos showcasing participation and community engagement.

4. Host at least 1 membership campaign

- a. Conduct one membership campaign to attract new members or engage current members. This can be anything from having a booth at any school events, creating your very own promotional video, and more.
- b. **PROOF:** Record campaign details, strategies used, and increase in membership numbers.

5. Grow chapter by 10%

- a. Use membership campaigns and various strategies to grow your chapter by at least 10%.
- b. **PROOF:** Document the number of members in your chapter on Oct 1 and on Jan 1.

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6. Maintain 60% attendance at weekly meetings

- a. To ensure consistent attendance of members at your weekly meetings, host a meeting at least once a month. In these meetings give out important updates and information as well as include an activity to keep them engaged.
- b. **PROOF:** Maintain an attendance log and calculate the percentage of members present out of total registered members.

7. Hold a competition prep workshop with your chapter

- a. Plan two different workshops to help your chapter prepare for competitive events at SCDC and ICDC. Workshops can focus on various subjects such as role plays vs writtens, or the different types like Individual Series Events or Team Decision Making Events.
- b. **PROOF:** Show the outline for each of these workshops. The pieces of a workshop should include:
 - i. Connection: engaging way to introduce main concept
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 - iii. Support: method to teach point material
 - iv. Point: the information we want the audience to learn
 - v. Application: applying the point material to their lives
 - vi. Review: summarizing material covered in the workshop

8. Host 1 practice test opportunity

- a. This could be at a weekly or monthly meeting where chapter officers organize a practice test opportunity for members to practice their business knowledge before competition. Host one session for students to take a practice test based on the event they will compete in.
- b. **PROOF:** Pictures of everyone taking the test on three separate occasions

9. Create/maintain a chapter instagram account

- a. Creating a social media presence online can help promote DECA at your chapter and outside.
- b. **PROOF:** Take a screenshot of your DECA's instagram page

10. Post once on social media

- a. Being consistent and posting throughout the year on social media is good marketing to promote DECA at your school and everyone
- b. **PROOF:** Take screenshots of the posts your DECA chapter creates and posts.

Contact our VP of Hospitality, Kathy Nie, for any questions.

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