



Phi Theta Kappa 2024-2025 International Officer Candidate Information



The 2023-2024 International Officers (from left to right):

- **Division IV Vice President Jasmine Garcia, Mohave Community College, Arizona**
- **Division II Vice President Leticia Laranjeira, Dallas College - North Lake, Texas**
- **International President Liam Blakeway, Lone Star College - CyFair, Texas**
- **Division I Vice President Seong Kim, Northampton Community College-Monroe, Pennsylvania**
- **Division III Vice President Luis Medina, College of DuPage, Illinois**

For more information on your current International Officers,
visit <https://www.ptk.org/leadership/international-officers/>

Candidates must complete an online application and adhere to campaign guidelines established by Phi Theta Kappa Headquarters. The 2024 Candidate Application is available at <https://research2.ptk.org/index.php/999145?lang=en>

All completed applications must be received online by **5:00 pm Central Time on Monday, February 5, 2023.**

Questions? Contact Dr. Samantha Levy, Senior Director of Student Engagement - Division III and Campaign Coordinator, at samantha.levy@ptk.org or 601.984.3543.

INTERNATIONAL OFFICER CANDIDACY INTRODUCTION

PTK Catalyst 2024, Phi Theta Kappa's Annual Convention, is scheduled for April 4-6 at the Gaylord Palms Resort and Convention Center in Orlando, Florida. ***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](#).

2024 INTERNATIONAL OFFICER ELECTION TIMELINE

The International Officer Election will be segmented as follows. *These dates are subject to change.*

Late February 2024

Chapter advisors report their chapter's Voting Delegate on an online 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 6, 2024

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 7, 2024

Candidate Semifinalists are officially announced.

Late April 2024

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 5, 2024

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 6, 2024

Immediately following Saturday morning's General Session, Chapter Voting Delegates will cast their final ballots in all five races. The 2024-2025 International Officers will be announced and installed during Saturday evening's Hallmark Awards Gala.

CANDIDATE SEMIFINALISTS ATTEND PTK CATALYST

Phi Theta Kappa pays for 20 Candidate Semifinalists to participate in PTK Catalyst in Orlando. Travel, hotel, meals, and registration will be covered. Expected travel dates are **Wednesday, April 3 - Sunday, April 7, 2024.**

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

** If necessary, virtual training and conferences may be substituted for face-to-face events.*

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 are elected annually by voting delegates from chapters participating in PTK Catalyst and 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 that 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 (primarily related to travel). If elected, International Officers are required to relinquish any regional officer roles, however, you may still serve with your 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 2024 Regional Institute (tentatively set for early November in Jackson, MS) and PTK Catalyst 2025 at the Kansas City Convention Center in Kansas City, MO, April 3-5 (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.

CANDIDATE'S CAMPAIGN COMMUNICATIONS

- Phi Theta Kappa will promote the **Candidate Website** featuring candidate photos, speech/caucus video, and candidate information pieces through the Society's official communication channels.
- **Candidates may campaign via their social media accounts starting in February on a specific date to be announced by Phi Theta Kappa Headquarters.**
- Candidates should NOT start a group page or other social media account with "Phi Theta Kappa" or "PTK" in the title, such as "PTK Friends."
- 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.
- Candidates and their supporters are prohibited from posting campaign messages on PTK's **official** social media accounts at any time: ([Facebook](#), [X](#), [Instagram](#), [YouTube](#), [TikTok](#), and [LinkedIn](#))
- Candidates are NOT required to campaign on social media, but if they do, they should be mindful 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, etc.) that is **only** available to those serving on a campaign team.

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 are eligible (see Rule #2).

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.

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

5. Candidates may NOT move their application to another office after the application deadline unless a race is uncontested.

6. 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.

7. Campaign teams are primarily PTK members from any chapter/region, but may also 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.

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 are allowed to 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 as long as each candidate from the region is given equal time. Please check with your [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. Please check with your [Regional Coordinator](#) to find out if current Regional Officers are restricted from serving on a candidate's Campaign Team.

PTK CATALYST 2024

1. Candidates are NOT allowed to serve as Flag Bearers during the Opening Ceremonies for the Annual Convention.
2. Candidates are NOT allowed to serve as Educational Forum presenters for the Annual Convention or perform in a solo or small-group performance.
3. Candidates may be individually recognized for Hallmark Awards, Scholarships, etc.

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's **Statement of Support form** 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 to 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 2024. 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.

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.