



# **New Chapter Advisor Information**

**2014-15**

## Introduction

This guide for New HOSA Chapter Advisors serves as an introduction to HOSA – Future Health Professionals. It provides an overview of HOSA along with the basic information that you will need to get started in developing a strong and successful chapter. There is still a great deal of information that you will find in the [2014-15 Tennessee HOSA Chapter Management Guide](#) and on the Tennessee and national HOSA websites. There are additional resources and publications listed below that will provide you with more information and assistance with promoting HOSA in your school and community, running chapter meetings, planning your chapter’s activities, etc.

## Tennessee HOSA Contact Information

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Tennessee HOSA website: [www.tennesseehosa.org](http://www.tennesseehosa.org)

National HOSA website: [www.hosa.org](http://www.hosa.org)

## Additional Advisor Resources

Tennessee HOSA Advisor Resources	
2014-15 Chapter Management Guide	<a href="http://www.tennesseehosa.org/2014-15-tn-hosa-chapter-management-guide.html">http://www.tennesseehosa.org/2014-15-tn-hosa-chapter-management-guide.html</a>
Calendar of Events	<a href="http://www.tennesseehosa.org/2014-15-calendar-of-events.html">http://www.tennesseehosa.org/2014-15-calendar-of-events.html</a>
Email Archive:	<a href="http://www.tennesseehosa.org/information-and-update-newsletters-email-archive.html">http://www.tennesseehosa.org/information-and-update-newsletters-email-archive.html</a>
National HOSA Advisor Resources	
Advisor Resources:	<a href="http://www.hosa.org/node/110">http://www.hosa.org/node/110</a>
Competitive Event Resources:	<a href="http://www.hosa.org/node/116">http://www.hosa.org/node/116</a>
General Resources:	<a href="http://www.hosa.org/node/44">http://www.hosa.org/node/44</a>
HOSA Brand and Logos	<a href="http://www.hosa.org/node/40">http://www.hosa.org/node/40</a>
New Advisor Handbook	<a href="http://www.hosa.org/sites/default/files/2013%20New%20Advisor%20Handbook.doc">http://www.hosa.org/sites/default/files/2013%20New%20Advisor%20Handbook.doc</a>

## Guiding Principles

You do not need to know everything to be a good HOSA advisor but you do need to understand the purpose of HOSA.

***The purpose of HOSA is to promote career opportunities in health care and to prepare students to successfully pursue a health career.***

With that in mind, here are some words of wisdom for you to consider.

- HOSA- Future Health Professionals is a student-led organization. HOSA members should do the leading and you should do the advising. Empower your students!
- The best HOSA activities support the mission and purpose of HOSA. No two HOSA chapters will look alike so don't compare your chapter activities with what others are doing. Measure your success by the growth and achievements of your chapter members.
- Do not keep it a secret. Be proud of what your HOSA members are doing and use every opportunity at your disposal to celebrate their achievements.
- HOSA is a student-led organization so make sure your chapter members are doing the work. If you are working harder than your students, consider the purpose of HOSA and make the necessary changes.
- You do not need to do it all but you do need to start by integrating HOSA into your classroom from day one.
- Be patient with yourself. There is a lot to learn about managing a student organization. Some of what you need to know is in this handbook and you will learn other things from colleagues. You will figure out the rest yourself with time.
- Do not get discouraged!
- HOSA is supposed to be fun! Look around. Make sure all HOSA members have a reason to feel good about HOSA. Encourage – don't pressure. Celebrate the good and use the bad to improve. But most importantly, sit back and watch HOSA members achieve and succeed – the real reward for sponsoring a HOSA chapter!

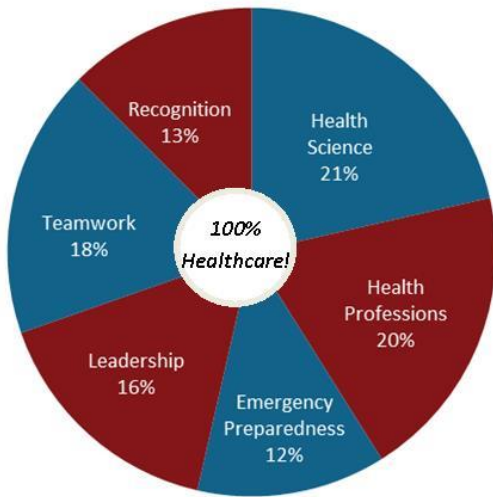


2014-15 Tennessee HOSA State Executive Council



**Mission of HOSA - Future Health Professionals**

HOSA - Future Health Professionals is filling the pipeline with tomorrow’s workforce. The mission of HOSA is to enhance the delivery of compassionate quality healthcare by providing opportunities for knowledge, skills, and leadership development of all health science students and therefore helping students to meet the needs of the healthcare community.



**Competitive Events Program**

HOSA’s competitive events program, aligned with the Tennessee Health Science Programs of Study, helps students graduate and be college and career ready and offers six different categories of competitive events. HOSA - Future Health Professionals is 100% healthcare!

2013-14 Tennessee State Profile	
Membership	12,935
Minority Membership	47%
Number of State Chapters	206
Average Number per Chapter	51.52

**Who Can Join?**

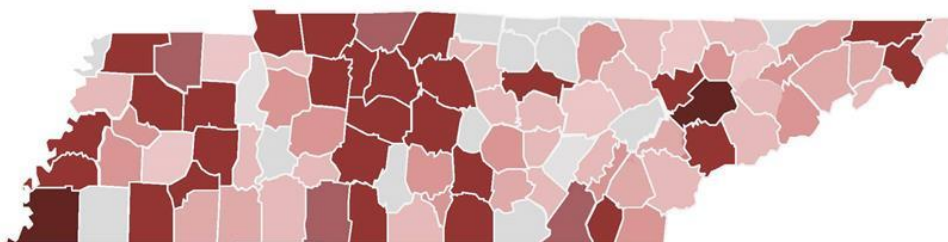
Students who are enrolled in a health science program of study in secondary, post-secondary, or collegiate institutions are eligible for membership. Tennessee HOSA also offers membership to middle school students with an interest in health science careers.

**Get Involved With TN HOSA - Future Health Professionals**

- ⇒ Sponsor scholarships
- ⇒ Work with a local chapter
- ⇒ Judge competitive events
- ⇒ Participate in a conference exhibit show
- ⇒ Present a conference workshop
- ⇒ Serve as a mentor for students
- ⇒ Sponsor an event
- ⇒ Serve on an advisory council

**Did You Know?**

The U.S. will need 5.6 million workers by 2020 according to a recent report produced by Georgetown University Center on Education and the Workforce.



Membership by County
No members
<50
51-100
101-500
501-1,000

tennesseehosa.org



@thosa



TennesseeHOSA

Tennessee HOSA - Future Health Professionals

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## A Brief History of the Organization

HOSA – Future Health Professionals (HOSA) is a national career and technical student organization endorsed by the US Department of Education and the Health Science Technology Education (HSTE) Division of the Association of Career and Technical Education (ACTE). HOSA's two-fold mission is to promote career opportunities in the health care industry and to enhance the delivery of quality health care to all people. HOSA's goal is to encourage all health occupations instructors and students to join and be actively involved in the HSTE-HOSA Partnership.

HOSA provides a unique program of leadership development, motivation, and recognition exclusively for secondary, postsecondary, adult, and collegiate students enrolled in health occupations education programs. HOSA is 100% health care! Membership in HOSA is restricted to only health science students.

Since its inception in 1976, HOSA has grown steadily, reaching nearly 166,000 members through forty-eight affiliated state associations, the District of Columbia and Puerto Rico, representing 3,785 chapters in the 2013-14 membership year.

HOSA is not a club to which a few students in school join. Rather, HOSA is a powerful instructional tool that works best when it is integrated into the health science classroom. Health science instructors are committed to the development of the total person. Those who integrate HOSA in their classrooms recognize the importance of providing students with training far beyond the basic technical skills needed for entry into the health care field. The rapidly changing health care system needs dedicated workers who, in addition to their technical skills, are people-oriented and capable of playing a leadership or followership role as a member of a health care team.

HOSA's mission is especially critical when considering the acute shortage of qualified workers for the health care industry.

## Our Mission

*The mission of HOSA is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill and leadership development of all health science technology education students, therefore, helping students to meet the needs of the health care community.*



## How HOSA Benefits Students

HOSA is a 100% health-care student organization giving students an opportunity to meet and socialize with other students who have a shared interest.

Nearly 166,000 career-minded healthcare students were members of HOSA – Future Health Professionals in 2013-14, experiencing HOSA's unique program of leadership development, motivation and recognition. There are over 3,785 HOSA chapters, and students who have completed high school may continue their involvement in postsecondary chapters and through alumni division activities.

HOSA members are proud to belong to one of the ten national career and technical student organizations recognized by the US Department of Education and the only career and technical student organization endorsed by the Health Science Technology Education Division of the Association for Career and Technical Education.

Just as laboratories in science classes allow students to put theory into practice, the HOSA lab lets members test their personal and leadership skills in real life. HOSA members have the opportunity to participate and/or compete in area, state, and national leadership conferences. Motivated students polish their skills and receive a sense of self accomplishment as well as recognition.

Research studies have shown clearly that leadership experiences in high school and college predict later leadership in adult business and social activities. Leadership experiences in organizations such as HOSA relate more closely to adult success than does academic achievement. Through those leadership experiences, HOSA provides students with opportunities to become the best they can be as they pursue rewarding and challenging careers in the vital health professions.

HOSA provides opportunities for the student to make a well-informed career choice among the many health occupations, which in turn aides the students in making a more realistic career goal. Students who are exposed to the health care field in high school also tend to understand the need to be flexible for inevitable career changes.

HOSA provides leadership development by developing character and promoting responsible citizenship. Students develop an understanding of current health care issues and an awareness of environmental concerns through competition and classroom academics.

HOSA members are eligible for additional scholarship opportunities, have an opportunity to meet outstanding leaders in the health care professions, and have an opportunity to attend conferences/events for HOSA students. HOSA helps students learn essential skills such as time management and teamwork. Activities are geared to help students build self-esteem and improve their communication, leadership, and problem-solving skills.

# Types of Membership

## Secondary

This type of membership is for secondary students who are enrolled in a health science program of study. They must pay affiliation fees as established by the local, state, and national organizations, and they are eligible to hold national office, participate in national activities, serve as voting delegates, and represent their chapter and state in national affairs.

## Postsecondary/Collegiate

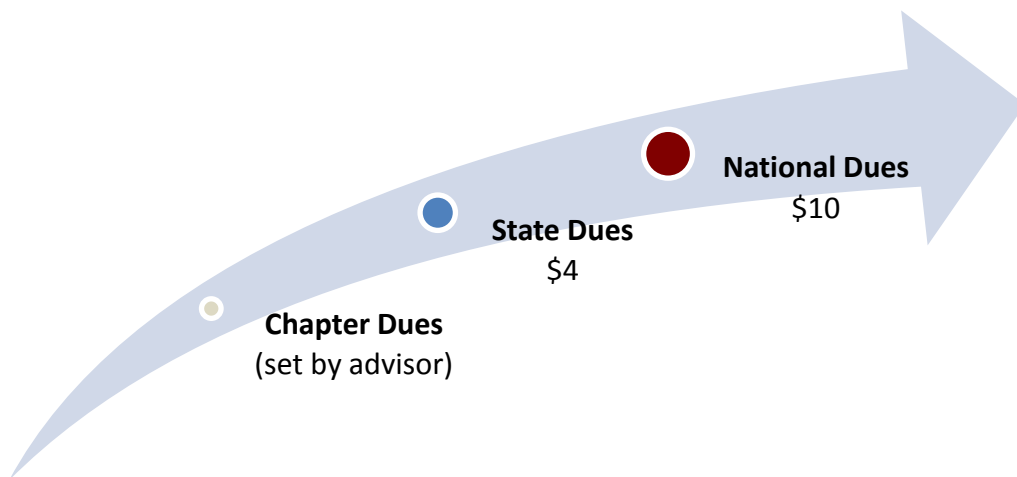
This type of membership is for students enrolled in a postsecondary/collegiate health occupations education. These members must pay affiliation fees as established by the local, state, and national organizations, and they are eligible to hold national office, participate in national activities, serve as voting delegates, and represent their chapter and state in national affairs.

## Professional

This type of membership is for health professionals and other adult members of the school and community who wish to assist and support the HOSA program of activities. They must pay affiliation fees but may not vote, hold office or compete for HOSA member awards. **Chapter advisors are considered to be professional members.**

# Levels of Membership

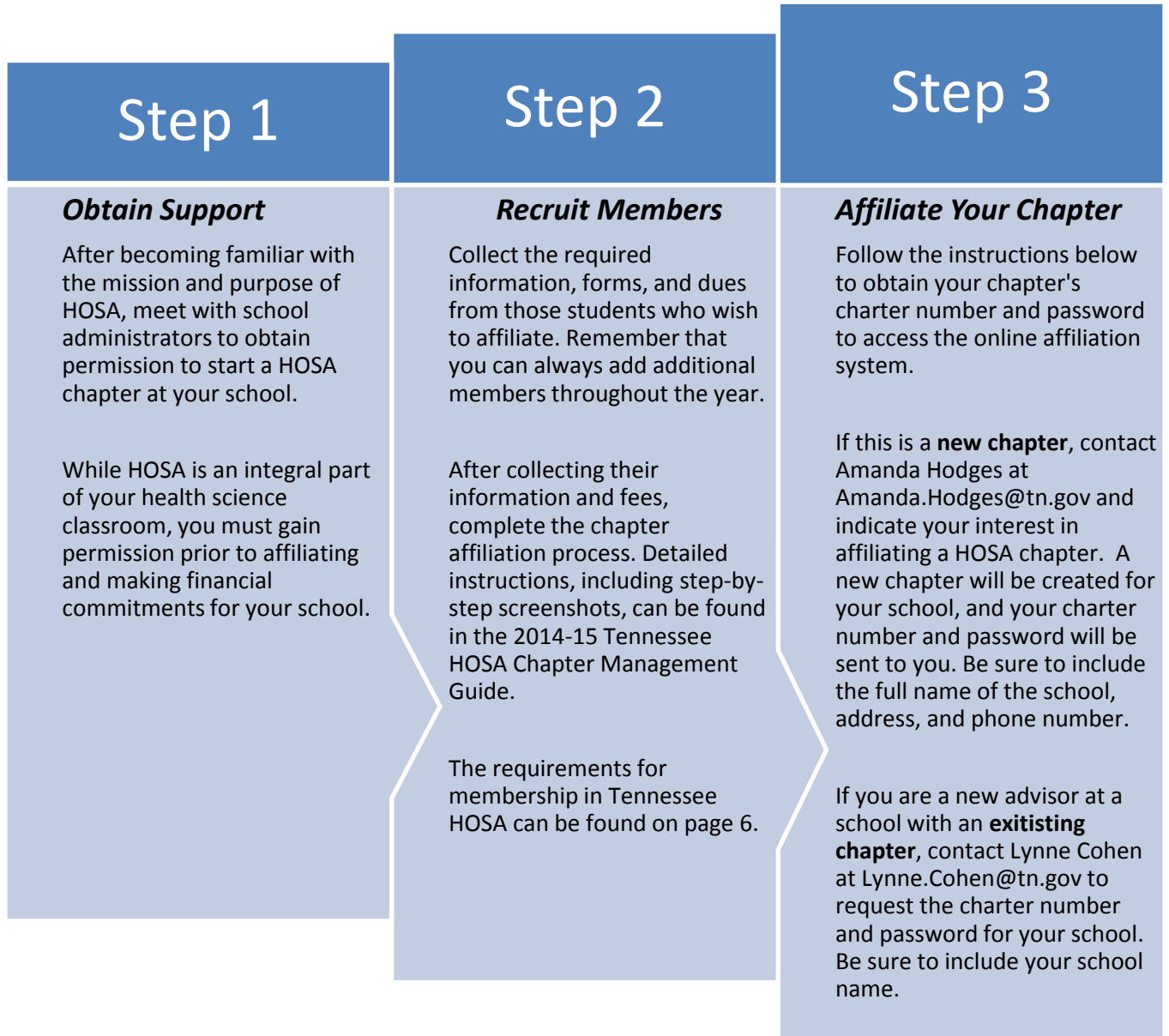
When HOSA members join a HOSA chapter, they also join their state association and National HOSA. Membership at all levels is required. There is no HOSA membership at only one level.





# Steps for Starting a HOSA Chapter

Now that you've decided to sponsor a HOSA chapter, there are a few necessary steps you need to take to get started. When you are ready to affiliate, click [here](#) to access the online affiliation system.



If you came into a program that already has a HOSA chapter, your next steps will involve learning about the HOSA chapter from last year's members. Most existing chapters have chapter officers, which is an excellent place to start. They should share with you the history of the school's HOSA chapter and their expectations for the coming year. Click [here](#) to access information regarding the HOSA chapter officer installation ceremony.

If you are starting a new HOSA chapter, you should review the information on the following pages titled, *Organizing Your HOSA Chapter*.



## Organizing Your Chapter

### Educate Yourself

- Review the Tennessee HOSA Chapter Management Guide, which provides all of the planning information needed for the upcoming year.
- Familiarize yourself with the state and national websites. Take advantage of the resources provided for advisors.

### Develop Interest

- Meet with your school administration to ask for support in starting a HOSA chapter.
- Tell your students about HOSA, and refer them to the HOSA website for more information.

### Create a Start-up Plan

- Develop a plan for recruiting members and electing officers.
- Set important dates/deadlines for membership.
- Develop a plan for your first few chapter meetings.

### Empower Your Students

- Students need encouragement, guidance, and responsibility. If you let them know what they need to do, they will get it done.
- Your job is to give them a helping hand to get them started and guide them along the way.

### Affiliate Your Chapter

- Collect dues and complete your online chapter affiliation. Students must pay dues to be considered HOSA members.
- Chapters must be affiliated in order to represent or participate in HOSA on the local, state, and national levels.

### Begin Working on Competitive Events

- Integrate HOSA competitive events into your classroom instruction. They can be used to teach your standards!
- Begin working with students to prepare for competition.

## Sample Chapter Activity Timeline

<b>August</b>	<ul style="list-style-type: none"> <li>• Familiarize yourself with the basic information in this packet.</li> <li>• Spend time exploring the state and national websites.</li> <li>• Schedule a meeting with administrators to gain support for your new chapter.</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• Hold an interest meeting to begin membership recruitment.</li> <li>• Elect chapter officers and hold an installation ceremony.</li> <li>• Work with officers to develop your chapter's Plan of Work for the year.</li> <li>• Attend a fall leadership conference or facilitate your own leadership training session for chapter officers.</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• Attend HOSA Leadership Camp.</li> <li>• Hold your first chapter fundraiser.</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• Plan an event or fundraiser with the Leukemia and Lymphoma Society (HOSA's National Service Project).</li> <li>• Hold a school-level competition to determine who will attend regional conference.</li> <li>• Register to attend regional conference.</li> <li>• Celebrate HOSA Week.</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• Hold a chapter fundraiser.</li> <li>• Participate in regional conference on-line testing.</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• Attend regional conference.</li> <li>• Invite a guest speaker from business and industry to speak at a chapter meeting.</li> <li>• Hold a chapter fundraiser.</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Register for state conference.</li> <li>• Present HOSA to your school's parent/teacher organization or local business and industry in an effort to gain additional support.</li> </ul>
<b>March</b>	<ul style="list-style-type: none"> <li>• Attend state conference.</li> <li>• Hold a chapter fundraiser.</li> <li>• Plan a community service project.</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• Plan a chapter awards ceremony or banquet.</li> <li>• Hold a chapter fundraiser.</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>• Register to attend national conference.</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Invite business and industry representatives to assist with final competitive event preparations for national conference.</li> <li>• Attend national conference.</li> </ul>