HOSA Year Plan

Step 1: Locate your nearest secondary Cal-HOSA chapter and choose a JUMP Advisor

1. Andrew Hill High School—BaoVy Nguyen Advisor
2. Sylvandale Middle School—Greg Dawn

Step 2: Hold a preliminary meeting with all advisors to discuss a plan for JUMP

1. Greg Dawn meets with Mary Metz and BaoVy Nguyen in May 2012 to advise on recruiting and required parts of being a HOSA Chapter

Step 3: Secure support of administrators at the district and both school sites--Completed

Step 4: Plan and implement a kick-off event

1. By the end of August, recruit at least 15-25 students and plan for kick off in late September with High School HOSA students in attendance. Thursday afternoon—1:30pm-3pm—To Coincide with HS Professional development schedule.

Step 5: Hold a parent information meeting

1. May 14th—Parents will be introduced to the opportunity for their incoming 7th graders to apply to HOSA beginning in August. Parents will be required to provide 5-10 hours of support by chaperoning, hosting the chapter for study sessions on weekends, etc.

Step 6: Become a chartered organization on your campus

1. Greg will need to meet with Principal Kennedy about this by May.

Step 7: Conduct initial team building event

A Mid to End of September—High School HOSA officers & JUMP students meet to do ice breaking activities, and introduce the program, and decide on meeting dates.

Step 8: Conduct vertical articulation with high school

1. Both teams will meet November/ December and January/February for activities like leadership training, team building, JUMP students assisting with

Step 9: Set and hold regular JUMP chapter meetings

A)--Greg needs to decide when he will have his meetings at Sylvandale beginning in September—Thursdays after school: weekly? We will need to buy curriculum from Cal-Hosa website before school begins. Greg will have to create a test from the curriculum so that students who study and do well will be in the HOSA chapter.

Step 10: Elect Chapter officers

1. Greg and JUMP chapter—October—should not be a popularity contest but those chosen need to possess real leadership skills.

Step 11: Attend Regional Leadership Conference

1. October/November –Transportation required

Step 12: Complete Cal-HOSA Affiliation by December 15th each year.

1. It is important for JUMP chapters to affiliate with the California HOSA state chapter and National HOSA. Dues are $1.00 for National and $5.00 for State.

Step 13: Facilitate officers’ development of a Plan of Work

1. The students need to develop a plan of work for the year. The plan of work (POW) can be set-up in numerous formats. The method that seems to work best is to allow the students to brainstorm as many activities and events as they can think of in approximately 30 minutes. Next, have the students categorize the events by five major categories: Career Exploration, Fund-raising, Community Service, Social Activities and Leadership Development. Some ideas may fall into more than one category, but have them agree on just one main focus. Next, have the students decide how many events they will be able to successfully plan and execute each month. (A good rule of thumb for middle school students is no more than one major and one minor event or activity each month, in addition to their regular chapter meeting).

Step 14: Utilize secondary/post-secondary chapter students for activities—

1. High School students can help prepare JUMP students for conference competition.

Step 15: Attend the Cal-HOSA State Leadership Conference (SLC)--March