

**SkillsUSA–VICA
New Chapter
Implementation Plan/Checklist**

- Gain Administrative Support
 - Identify Campus Supervisor
 - Gain Support from Faculty Members (Program Advisors)
 - Involve Business, Industry, Labor and Community leaders
 - Gain Student Support (Interest)
 - Testimonials
 - Awareness Activities
 - Establish Student Leadership Structure
 - Campus Leadership
 - Program Leadership
 - Establish Campus/Program SkillsUSA–VICA “Program of Work”
 - Student Driven with Help from the Advisor
 - Community Service
 - Campus Service
 - Professional Development
 - Employability Skill Development
 - Competitive Events
 - Integrate SkillsUSA–VICA activities into ongoing classroom activities
 - Teacher/Instructor Driven
 - Determine Dues Structure
 - Program or
 - Campus
 - Establish a bank account
 - Individual Dues/Campus Affiliation Fee
 - Complete SkillsUSA–VICA roster
 - Submit SkillsUSA–VICA roster to National Office
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