



# Candidate Application for National Office

What you can expect when applying for a National Board Position:

- Newly elected individuals will receive training from board members, and materials related to the position will be passed down.
- Candidates will be invited to join the Pre-National Board Meeting as an observer to become familiar with board business (will not be reimbursed by National to attend)
- Newly elected Executive Board members may be reimbursed for one night's lodging for post board meeting (at a rate of ½ of double room) but are not reimbursed for additional travel costs. Meal reimbursement for day of post board meeting will follow Policy Manual and current approved budget.

Upon applying for the position, I acknowledge that I will have the necessary resources (i.e. computer, internet, etc.) to complete the duties of the position.  I agree

Office Applied for: Vice President for Awards and Recognition

Date: April 27, 2023

**This form should be used as a guideline. When typing your own form, add more space as necessary.**

Melissa	Jean	Rupp
First Name	Middle Name	Last Name
Extension Educator 4, Family and Consumer Sciences	Ohio State University Extension	
Job Title	Employer	
8770 State Route 108, Suite A	Wauseon	Ohio 43567
Work Mailing Address	City	State/Territory Zip
<a href="mailto:Rupp.26@osu.edu">Rupp.26@osu.edu</a>	mrsmrupp@gmail.com	
Work Email Address	Home Email Address	
419-337-9210	419-337-9279	419-553-6366
Work Phone/Extension	Work Fax	Home Phone

## I. Education Background

BS/BA	Home Economics	Goshen College	1990
	Major	Institution	Year
MS/MA	Education	Defiance College	1998
	Major	Institution	Year
PhD			
	Major	Institution	Year

## II. State/Territory Affiliate Experience

Office N/A	Year(s)
Committee Chair	Year(s)
Friend of Extension sub committee, of the Scholarships, Grants and Recognition Committee	2021-2022
Committee	Year(s)
Scholarship, Grants and Recognition Committee	2019-2023

## III. NEAFCS Experience

Office	Year(s)
Committee Chair	Year(s)
Chair Sponsorship and Support Committee of Awards and Recognition	2021-2022
Co-Chair Sponsorship and Support Committee of Awards and Recognition	2020
Other Assignments Representing NEAFCS	Year(s)
Served as a reviewer of awards and session proposals	2021
<b>Annual Sessions Attended (list years)</b> 2018, 2019, virtual 2020, Committee work virtual 2021, 2022	
<b>Submissions for Awards, Webinars and/or Annual Session Proposals</b> (concurrent session, poster, ignite)	
<i>Submission did not have to be accepted. **I opted to not submit programs while chairing the silent auction.</i>	

Engaging with FCS Teachers	2019
Using Grants for Community Engagement	2019
Housing Team: Homebuyer Education	2020

Check all that apply:

<input type="checkbox"/> Webinar Submission	Year(s): _____	
<input checked="" type="checkbox"/> Annual Session Proposal	Year(s): 2019,2023_____	Proposal Type: Concurrent Session
<input checked="" type="checkbox"/> Award Submission	Year(s): 2019, 2021, 2022_____	

## IV. Non-Association Extension Leadership Assignments

(Annual conference committees, search committees, etc.)

Assignments: Elected (E) or Appointed (A)	Year(s)
Served on the Search Committee for the Healthy Finance State Specialist (A)	2021
Served as Team leader of the Healthy Finance team	2019-2021
Annual FCS Conference Planning Committee	2019
Reviewer for awards	2018-2022

## V. Membership/Leadership in Other Organizations

(Professional, civic, service, religious or agency related organizations)

Organizations, Leadership role	Year(s)
Vice Chair of the Federal Funding Task Force (CASE)	2017-2018
Federal Funding Task Force Team Captain	2012-2017
Chair of the Family and Children First Council	2017-current, chair 2022-2023
Four County Career Center, FCS Advisory Committee	2021-current
Grants Professional Association, Great Lakes Virtual Chapter member (President)	2012- current (2019-2022)
NIFA Grant Reviewer, Federal reviewer for CYFAR competition	2018

## VI. Work Experience Other Than Extension (if applicable)

Positions	Year(s)
Farm/Ranch partner	1995-Current
OSU Extension Associate, FCS	1991-1995
Family and Children First Council Director	2000-2010
Director of Grants Development and Administration, Northwest State Comm College	2010-2017

## VII. Awards and Honors

Awards	Date(s)
<ul style="list-style-type: none"><li>• 2022. Team Teaching - One Program Area-All Extension Members: 3rd Place, "Selecting, Storing, and Serving Ohio Produce Webinar Series", Epsilon Sigma Phi, Alpha Eta Chapter, Ohio Joint Council of Extension Professionals</li><li>• 2022. Compass Award, Robert Sprague, Ohio Treasurer, Office of the Ohio Treasurer</li><li>• 2021. Compass Award - Guiding Ohioans Through Financial Literacy, Ohio Treasurer of State</li><li>• 2021. Food Safety Award: 2nd Place Central Region Winner, National Association of Family and Consumer Sciences</li><li>• 2020. Regional Team Award: Extension Housing Outreach Award - 1st Place, National Association of Family and Consumer Sciences</li><li>• 2020. Team Award: Extension Housing Outreach - 1st place National, National Extension Association of Family and Consumer Sciences</li><li>• 2020. Ohio Housing Finance Agency (OHFA) Best Housing Counseling Agency - 2nd place, Ohio Housing Finance Agency</li><li>• 2019. OHFA Best Housing Counseling Agency Award, Ohio Housing Finance Agency</li><li>• 2018. Stellar Speaker, Council for the Advancement and Support of Education</li></ul>	
<ul style="list-style-type: none"><li>• 2021. Team Teaching, One Program, All Extension Members, Second Place, Connection Cafe, Joint Council of Extension Professionals</li><li>• 2020. Collaborator of the Year, Healthy Choices, Caring Communities (HC3)</li><li>• 2020. FFA Supporter of the Year, West Unity FFA Chapter</li><li>• 2020. Homeownership Counseling Certification (NCHEC), NeighborWorks Training Institute (NTI), NeighborWorks America</li><li>• 2019. 2019 ESP Exhibit Display Creative Works Award- First Place, Epsilon Sigma Phi-Alpha Eta Chapter</li><li>• 2019. 2019 ESP Social Network Medium Award - First Place, Epsilon Sigma Phi- Alpha Eta Chapter</li><li>• 2019. 2019 ESP Team Teaching-Multi Disciplinary Award – Third Place, Epsilon Sigma Phi – Alpha Eta Chapter</li></ul>	

## Position Statement

A. Why would you like to be a candidate for this office?

What was the last thing you celebrated? Taking a moment to acknowledge the completion of a project, the line through a to-do list item, or celebrating the impact of a truly great program can be cathartic and inspirational. When we celebrate our successes, we all win. We learn what effectiveness looks like, we learn about resources and implementation strategies, and mostly we learn about the grit and effort it takes to get there. I feel great joy when I watch someone realize a goal and celebrate their win with them.

I believe the Awards and Recognition committee has the ability to celebrate and elevate the Family and Consumer Science field by recognizing excellence in all that we do. Setting the bar and raising it with dynamic people and programs. Working with great leaders across the three committees, I believe we can raise the bar of excellence and recognition for our members and affiliates.

B. If you were elected, what would be your top priority/goal for your term?

- Engagement with affiliate leadership to encourage participation in committee work, award applications and sponsorship and support involvement.
- **"If not you, then who? If not now, then when?"** Let's motivate our peers to step up... for themselves or by encouraging someone... to apply for an award. If not now, then set a goal to apply for an award and work to achieve it!

Are you willing to be considered as a candidate for a different office? The national nominating committee chair would contact you first as to your preference and willingness to serve in any other position. Yes  No  Maybe X

Are you willing to leave your application on file for three (3) years in the event of a position vacancy or for reconsideration for office for the next election? Yes X  No

**Your signature below confirms that you have read the current NEAFCS Policy Manual and agree to the duties and qualifications for the position in which you are applying for as well as additional policies outlined in the Manual.**



Signature of Applicant

5-1-2023

Date

Letters of support and recommendation from the following individuals must accompany the application.

- ▶ State Director of Extension (required)
- ▶ State Program Leader or immediate supervisor (one required)
- ▶ NEAFCS board member or state/territory affiliate president (optional)

**Applications are due to the National Nominating Committee Chair by May 1st. Please include with your application a high-resolution headshot photo for the candidate display at Annual Session.**

*NEAFCS is an equal opportunity/affirmative action association. NEAFCS values and seeks a diverse membership. There shall be no barriers to full participation in this organization on the basis of race, color, gender, age, religion, national origin, disability, veteran status, or sexual orientation. Membership is not by invitation. (Strategic Plan 1993-97)*



April 26, 2023

National Nominating Committee  
National Extension Association of Family & Consumer Sciences

To Whom It May Concern:

It gives me immense pleasure to write this letter of support for Melissa J. Rupp, Extension Educator for Family & Consumer Sciences with The Ohio State University Extension in Fulton County. Melissa is pursuing the position of Vice President for Awards and Recognition in the National Extension Association for Family and Consumer Sciences.

As you may know, she has served on the Sponsorship and Support Committee for four years, serving as Chair for two years and apprentice for one year (due to the pandemic). Melissa has exhibited leadership qualities as she served in multiple state roles. She has been actively involved in the Ohio JCEP Scholarships, Grants, and Recognition Committee. In addition to serving as a reviewer of Creative Works and Team-Teaching awards, she has led the Friend of Extension subcommittee for the past two years. Melissa has also worked with another educator, Candace Heer, to support colleagues in their Special Chapter awards applications. She helps behind the scenes or behind the microphone, wherever she is needed. Melissa also served as the Healthy Finance Team leader for three years and supported the transition between Healthy Finance Program Specialists.

At the National level, Melissa has volunteered as a reviewer for concurrent session proposals for annual sessions, presented at the annual session in Pennsylvania, and will present again in Rhode Island. For the past two years, she has served as the Chair of the Sponsorship and Support Committee. Her accomplishments include: 1) successfully transitioning the silent auction to an online bidding platform with a virtual and in-person dual presence; and 2) creating the Star Donor Program which allows individuals to contribute to the awards program without bidding in the silent auction. Their donation is acknowledged with a star pin to show their belief in the value of excellence in the awards program.

I believe that Melissa would be an excellent Vice President for Awards and Recognition in NEAFCS and would bring a great deal of experience and dedication to the role. Please feel free to contact me should you have any questions.

Sincerely,

Jacqueline Kirby Wilkins, Ph.D., Professor  
Associate Dean and Director, Ohio State University Extension  
Chair, Department of Extension



April 30, 2023

Dear NEAFCS National Nominating Committee Members:

I, along with the members of the Ohio Affiliate of NEAFCS, eagerly support the application of Melissa Rupp for the position of NEAFCS Vice President for Awards and Recognition.

Melissa is a joy to work with. She is always searching for a better way to accomplish the goals for any team we are a part of. She is organized, an excellent communicator, and fully committed to doing the best job she can do.

As the recent Chair for the Awards Sponsorship Support Committee, Melissa was committed to compiling an outstanding Silent Auction. This included exploring online auction capabilities. She also looked for ways to increase promotion of giving to the Star Donor program. Her active involvement in this committee gives her great insight into the needs and opportunities for the Awards and Recognition Committee as a whole.

Melissa is a firm believer in the good of Family and Consumer Sciences and the part that Extension plays in improving our families and communities. She is a role model for NEAFCS members, and I would be so proud to have her represent our Ohio affiliate as the national NEAFCS Vice President for Awards and Recognition.

Kind regards,

*Emily G. Marrison*

Emily G. Marrison

Family and Consumer Sciences Educator  
Ohio State University Extension, Coshocton County  
Assistant Professor, The Ohio State University

2023 Ohio Affiliate NEAFCS President

April 28, 2023

Dear NEAFCS Nominating Committee:

It is my pleasure to support Melissa Rupp's nomination for NEAFCS Vice President for Awards and Recognition.

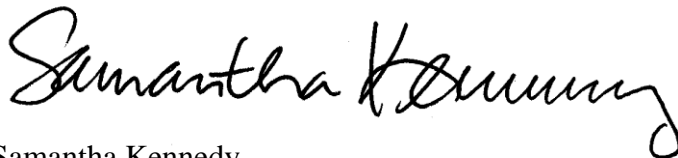
During my own tenure as NEAFCS VP for Awards and Recognition, I have had the opportunity to work closely with Melissa during her leadership of the Awards Sponsorship and Support Committee. Her work organizing and facilitating the silent auction at the annual session has been a good demonstration of her enthusiasm, dedication, and administrative skills. Her innovative ideas for the auction have made it easier for both auction donors and auction bidders to take advantage of the opportunity to support the NEAFCS awards program.

Since returning to Extension in 2017, Melissa has attended five NEAFCS annual sessions, both in-person and virtual. She has been an active participant in the sessions as a proposal reviewer, concurrent session presenter, and volunteer and has been recognized for her great work by her professional peers as an award winner. She believes whole-heartedly in the value of celebrating the collective and individual successes of Family and Consumer Sciences professionals everywhere and continually strives to raise the bar of education for her clientele.

Melissa has a degree in Family and Consumer Sciences. Her professional focus is on financial literacy and food safety. She is currently working towards her Accredited Financial Counselor credentials through AFCPE. She lives on her family farm with her husband and is the proud mom of two adult daughters.

I firmly believe Melissa has the skills, dedication, and energy to fulfill the duties of VP for Awards and Recognition with aplomb and fully support her nomination.

Sincerely,



Samantha Kennedy  
NEAFCS Board, VP for Awards and Recognition, 2021-2023  
County Extension Director  
UF/IFAS Extension Wakulla County



OSU Extension, Paulding County  
Area Leader, Area 1

OSU Extension, Paulding County  
503 Fairground Drive  
Paulding, OH 45879

419-399-8225 Phone

Paulding.osu.edu  
u.osu.edu/paulding4h

May 1, 2023

Dear NAEFCS Nominating Committee,

I am writing a letter of support for Melissa Rupp to be considered for the Vice President for Awards and Recognition in the National Extension Association for Family and Consumer Sciences.

Melissa is a highly dedicated, often sought after, and well-disciplined Family Consumer Sciences Educator with Ohio State University Extension. Her knowledge of the Family Consumer Sciences program area is vast, and I feel that Melissa would be a great candidate for this leadership position.

Melissa gives selflessly of herself for the betterment of Family Consumer Sciences, is an eager learner, and a true leader. I have watched Melissa lead a multitude of groups and can testify that she does so with grace, dignity, and trust. She is not afraid to take charge, delegate, and follow-up with others to ensure that tasks are completed accurately and timely.

I have often leaned on Melissa for her knowledge as well as her ability to work with others. She has been a wonderful mentor to many FCS Educators in Ohio. She strives for excellence and brings out the best work in everyone she works with.

As Melissa's direct supervisor, I have spoken with her at length regarding the time commitment that this position would entail and can ensure that she will be able to give this commitment the time and attention this position will need to be successful.

Thank you!

Sincerely,

Michael Schweinsberg  
Extension Educator, 4-H Youth Development  
Area Leader for Defiance, Henry Fulton, Paulding, and Williams Counties



