



TEXAS HONEY QUEEN PROGRAM

RULES & PROCEDURES

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Purpose

Through the Texas Honey Queen Program, the Texas Honey Queen serves as an official representative of the Texas Beekeepers Association (“TBA”) to educate the public on all aspects of bees, honey, and the beekeeping industry. The Texas Honey Queen is selected annually from qualified candidates at the TBA convention in the fall of each year. The Texas Honey Queen Program is under the direction of TBA and is funded by donations from individuals and organizations that support the purpose of the Program. In some years, TBA may select a Texas Honey Princess in addition to the Queen. All duties and rules applicable to the Queen are equally applicable to the Princess

Etiquette

Texas Honey Queen Program participants will represent the Texas Beekeepers Association with intelligence, class, and enthusiasm. They will treat the Queen Chair, TBA members, their hosts, program attendees, and those they interact with in a respectful, polite, and genuine way.

Dress Code

The Queen is expected to always dress in a manner that reflects the values and mission of the Texas Beekeepers Association. She should dress appropriately for each occasion with an accent on cultivating a professional, yet approachable image. While engaged in activities where the Queen is representing TBA the following dress code is required:

- The banner and crown shall be worn during scheduled appearances.
- Professional attire should be worn at all times.
- When wearing the crown/banner, simple, professional, business attire should be worn. No strapless or low-cut clothing. Dresses must always be longer than 2” above the knee.
- Shoes should be comfortable, polished, with no higher than 2” heels. Closed-toe shoes are preferred unless in formalwear. Acceptable shoe colors are nude, white, brown and black.
- Nails should be manicured and well kept. Acceptable nail colors are natural (no color), muted pinks/reds, nude or tan colors.
- Simple, non-distracting jewelry may be worn in moderation. Avoid chunky, colorful or distracting jewelry. Body piercings (other than ears) should be removed while in crown/banner.
- Tattoos and body art should be concealed while in crown/banner.
- Inappropriate clothing includes: tank tops, shorts, casual streetwear, activewear, graphic t-shirts, provocative clothing or excessive cleavage, or short shorts and skirts.
- Situational Clothing:
 - While traveling to and from events, we encourage comfortable and presentable clothing.

- When attending a casual event (e.g. a picnic, an informal beekeeping club meeting) business casual attire is acceptable.
- If you are asked to participate in a bee event that requires you to get dirty (e.g. wearing a bee beard, working bees), jeans/t-shirts may be more appropriate than business attire.

Selection Process

Eligibility

1. Any single young lady who has reached her 17th birthday by January 1 and has not passed her 24th birthday on that same date preceding the TBA Convention / Queen Selection.
2. Must be a resident of Texas.
3. Must have a proper sponsor.
4. Must possess a valid driver's license.
5. Must be a high school graduate, in high school, or homeschooled.
6. Must submit an application form, an entry fee of \$50, a short bio, and a photo of herself to the Honey Queen Chairperson. The application form may be submitted either electronically or must be postmarked 20 days prior to the Honey Queen Program Selection (typically held in November alongside the TBA Convention).

Sponsor

A sponsor can be any beekeeping related business or beekeeping organization, any individual Texas honey producer, Texas honey packer, Texas beekeeper, or interested organizations in Texas supporting youth educational opportunities, (i.e. Campfire Girls, Exchange Club, VFW, etc.).

Competition Scorecard & Selection Criteria

Percentage of Overall Score	Topic	Details
20%	Bee & industry knowledge	Judged on the accuracy of the information presented and knowledge of bee-related topics.
20%	Interview	Scored by judges on the ability to answer questions, carry the conversation, professionalism and ability to converse with the judges.
20%	Personality	Scored by judges on poise, confidence, and charisma
20%	Essay or Presentation	Essay or presentation will be on the topic chosen by the judges and provided to contestants in advance.
20%	Online Presence	Previous and current social media presence will be evaluated and scored based on appropriateness and overall presentation.

Internet & Social Media Policies

TBA Promotional Accounts

The Queen will promote the Texas Beekeepers Association in an active and positive way online using all approved platforms. Participants will post regularly and will strive to engage the public, beekeepers, and supporters.

Online Etiquette

As a representative of the Texas Beekeepers Association and a youth leader, the Queen will agree to the following online etiquette:

- Will take responsibility of her online profile, including posts and any photos, videos or other recordings posted by others in which she appears.
- Will use social media to purposefully promote abilities, community, and social values.
- Will consider “Is this the me I want TBA to see?” before posting anything online.
- Will ignore any negative comments and will not retaliate, but will notify the Queen Chair of inappropriate or questionable contact initiated through online accounts.
- Will be aware that she represents the Texas Beekeepers Association at all times, and will do so in a positive manner.

Financial Procedures

Miscellaneous Expenses paid by TBA

- Stationery expenses (postage, stationery, business cards, etc.)
- Recipe folders
- Promotional Photos if determined necessary by the Queen Chair
- Scrapbook expense if/when creating a scrapbook for ABF Honey Queen Competition
- All expenses to compete in the American Honey Queen Competition
- Brochures and other materials necessary to support the Texas Honey Queen Program
- Initial expense of crown and banner

Travel Expenses

- Expenses related to Queen Program appearances will be covered either by TBA or the host of the event as defined by the Queen Program Financial Policies.
- Mileage reimbursement to and from functions will be paid at the rate defined in the TBA Financial Procedures.
- Traveling companions should not expect their expenses to be paid.

Reimbursements

Approved expenses must be submitted to the Queen Chair for reimbursement by the Queen as follows:

- No later than the 5th of each month, the Queen shall submit an expense reimbursement request on the approved form provided to her that includes:
 - Expenses with receipts (scanned or photographs of receipts are acceptable).
 - An accurate record of travel mileage.
 - Any additional information required to document the expenses.
- To qualify for reimbursement, expenses and travel must have been approved by the Queen Chair prior to expenditure.

Appearances & Schedule

- The Queen Program schedule is managed by the Queen Chair
- All events shall be approved by the Queen Chair
- The Queen is encouraged to line up promotions on her own such as at schools, festivals, parades, homemaker clubs, etc. in her home or college district whenever possible. The Queen Chair must be promptly notified of all booked appearances.
- Not all requested events will be attended by the Queen. Determination will be made based on the total number of people reached, expenses, and overall impact of the requested event.

- Texas is a large state. The Queen will be expected to drive to some events in cities throughout Texas.

Reporting to TBA

Queen Program participants, while serving, are required to report to the Texas Beekeepers Association as follows:

- Articles by the Queen for publication in each issue of the TBA Journal must be written and submitted to the Queen Chair for review prior to deadlines for publication.
- A quarterly report must be submitted to the Queen Chair on the form provided that includes events attended, the number of people reached, and time spent doing Queen Program activities.
- Any additional information as requested by the TBA Executive Committee or Queen Chair must be provided in a timely manner.

Queen Program Chairperson Responsibilities

TBA will select one or more individual female TBA members to serve in the position of Queen Chair. The Queen Chair will be the primary point of contact for the Queen with respect to Queen activities. Duties of the Queen Chair include the following:

- Maintain and approve the schedule for the Queen Program.
- Set up as many appearances as possible for Queen Program participants with a sensible focus on quality, audience size, and financial liability.
- Arrange transportation and lodging for the Queen as needed.
- Adhere to a budget approved by the Texas Beekeepers Association Executive Committee.
- Work with the Queen to help prepare her for the American Beekeeper Federation Honey Queen Competition, if she desires to compete at that level.
- Follow the processes and procedures lined out by TBA for the Texas Honey Queen Chairperson.

Expectations

Participants in the Texas Honey Queen Program understand that if they willingly defy the rules and expectations or violate procedures, consequences including warnings, reprimands, terminating promotions and travel, or forfeiting their title and benefits may ensue.

Texas Honey Queen Program Application

NAME: _____ SPONSOR: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

BIRTHDATE: _____ SCHOOL CURRENTLY ATTENDING: _____

SOCIAL MEDIA USERNAMES:

HIGH SCHOOL FROM WHICH YOU GRADUATED AND YEAR:

IF POST-HIGH SCHOOL, LIST AREA OF STUDY AND YEAR IN SCHOOL:

PARENTS' NAMES _____

PARENTS' ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PARENTS' PHONE: _____

PARENTS' EMAIL: _____

INTERESTS AND HOBBIES:

LEADERSHIP AND/OR PUBLIC SPEAKING EXPERIENCE:

IN WHAT WAYS DO YOU USE HONEY?

WHAT IS YOUR FAVORITE HONEY BEE FACT?

DO YOU HAVE ANY BEEKEEPING EXPERIENCE? (not required)

WHY WOULD YOU LIKE TO BE THE TEXAS HONEY QUEEN?

CONTESTANT BIOGRAPHY:

Application Checklist:

- Completed Application Form
- Short biography (includes name, age, parents names, hometown and hobbies)
- Photo of yourself (to be used by TBA)
- Essay or Project as specified by the Queen Chair
- Acknowledgement of Queen Program Manual rules and guidelines

A link to the online version of this application can be sent to you as well.

Please send your completed application and other entry items to:

Texas Honey Queen Chair

texashoneyqueenprogram@texasbeekeepers.org