

may 2022

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5 Cinco de Mayo	6	7
8 Mother's Day	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29 Advisor of Excellence & Ruby Blair applications due to Optimist International office	30 Memorial Day	31				

Notes:

All amendments that will be voted on at the Junior Optimist International Convention will be posted online at junioroptimist.org.

Junior Optimist International Convention Promotion.

All International President and Board applications must be received by June 1 in order to be printed on the ballot.



Junior Optimist International CONVENTION

SAVE THE DATE

The Junior Optimist Convention will be held
June 30-July 2, 2022, in Reno, Nevada
Continue to check junioroptimist.org

Junior Optimist International President

Introduction

So, you have decided to run for Junior Optimist International President. That's great! In order for you to have a better understanding of what the expectations of the office are, we have compiled this information for you. Please read the information carefully and make sure that you understand it.

Serving as the International President is a lot of fun, but also requires time and dedication in order to be effective. We have created a minimum set of responsibilities that need to be fulfilled by the President. In cases where an International President would not be able to complete tasks, steps can be taken to remove or replace the President from office. If you have questions, please contact the Junior Optimist Department at (800) 500-8130.

If you are elected President, there will be opportunities to travel.

Your Role

If you are elected as President, you will be taking There will be two meetings during the year. a very "high profile" leadership position. You will The first meeting will be held in mid-October in serve your year as the main representative of the conjunction with Optimist International Committee organization to all Members, the Directors on your meetings in St. Louis, MO. We will begin on Board and to adult Optimists. You are the "model" Thursday evening and will continue through for other Officers and adults who are thinking about Saturday evening. Staff will be making your starting Junior Optimist Clubs.travel arrangements and will work with you on schedules.

As the President, you will not only serve as a Board Member charged with making decisions You will be sent a binder of information prior to that will affect the entire organization now and each Board meeting regarding topics that will be in the future, but you will also be responsible for discussed at the meeting along with minutes from setting the direction for your Directors for the past meetings. Please spend some time reviewing year that you serve. You will be responsible for these items so that you will be ready to take part in setting goals that will lead the organization to the the discussion at the meetings. next level. Make sure that your goals will "stretch" The other meeting takes place during the the organization, but are also attainable. You will Convention. Again, the Staff will make your travel need to think "globally," putting the good of the arrangements. organization ahead of what might be best for your Club or District. For the October and July meetings you will receive a per diem to offset expenses. Optimist

Probably the most important part of being the International will pay for your plane ticket and President is being a great "communicator!" hotel room. Any other expenses will need to We have all said that better communication is be paid for with your per diem. During these something that needs to be strived for and you meetings, you will be sharing a room with other Board Members.

will have the opportunity to make that happen! You will be assigned a group of Districts to communicate with all year long. It will be your job to keep these Districts in the loop about things that are happening. You also need to be the person who can help and encourage Districts to continue to add new Members and build new Clubs. You will also need to be in constant communication with Directors on your Board, Staff and the Chair of the Committee. You will also be a key promoter of the Junior Optimist International Convention.

Attire

When you are representing the organization, you will need to wear business attire, unless you are told otherwise. This means coat and tie, pantsuit, suit, dress or skirt. You are representing future Optimists and want to send the best message possible!

Travel

If elected, you will sit on the Optimist International Board of Directors representing Junior Optimist and other Board Members throughout the year. International as an “ex-officio” Member. Your Check your e-mail daily! Expect lots of e-mail input on issues is valuable to the decision-making and also be prepared to respond to it when process of the Optimist International Board. You and if the time arises. If the International office will receive a notebook of information prior to sends an e-mail and asks for a response – do the Optimist International Board meeting. Please so as promptly as possible. There will also be be familiar with the material before the meeting e-mail from your fellow Board Members, Staff, begins. The Optimist International Board meets Committee Members, people in your region, the first part of December, March and just and other people associated with Optimist prior to Convention. International. All of this e-mail should be read

Finally, as President, you may be requested to visit and you should take the proper course of action Districts to either promote Junior Optimist, help concerning the message’s content. If you are start a District or assist in building new Clubs. uncertain of what to do, forward the message to Staff and they will help you.

Communications

If your computer goes down or you cannot get into your e-mail account, please notify the Staff on several different levels. Be prepared to make lots of phone calls and send out lots of e-mail messages. Since you will be in charge of an alternative way to give information to you until roughly 10 Districts, you will need to make sure that you are able to receive e-mail again. It will be your responsibility to find out what takes place during representative. You also need to communicate with your other Board Members on at least a

~~Weekly basis, the Board and Committee will~~ Staff at least weekly, if not more often. Remember that communication with the other Board Members is critical to the overall success of your year. Develop a relationship early on with each of your Directors. These are the people who will help promote your goals for the year and who you need to work for you. Also, keep in mind that one of these Directors may well step into your shoes next year. It is your job to teach them what they need to know about being a good President.

If you send an e-mail message to your Districts, please also copy the International office. We want to know what information you are sending out in case we can help in any way.

Make contact and stay in contact frequently with your Districts. At the very least, you should be talking to your Districts monthly. It would be a good idea to get the e-mail addresses of the Club Presidents in each of your Districts and send them a message from time to time. During the year, you will be given specific items to discuss with your Districts and report back on. We will be expecting a monthly report on each of your Districts from you.

the time that you are unable to access your e-mail.

the call as if you are conducting a Board Meeting. Staff will assist you and will get the information out

organization. Since we only meet two times a year,

Miscellaneous

Be prepared to present a report at each of the Board meetings. Your report will be on how and where the organization is and the progress that we have made in reaching the goals for the year. This is a time to thank everyone for the hard work that they have done thus far and to encourage them in areas that need improvement. You will also need to give a brief report on what each of your Districts has done during the year and what future plans they have.

Be prepared to spend at least 10 hours a week on Junior Optimist International-related work.

Being the Junior Optimist International President is a lot of work, but if you are elected, it will be the experience of a lifetime!

I have read and understand these rules and agree to abide by them.

(Name)

(Date)

Junior Optimist International Board Member

Introduction

So, you have decided to run for a position on the Junior Optimist International Board of Directors. That's great! In order for you to have a better understanding of what the expectations of the office are, we have compiled this information for you. Please read the information carefully and make sure that you understand it.

Serving as a Board Member is a lot of fun, but also requires time and dedication in order to be effective. We have created a minimum set of responsibilities that need to be fulfilled by each Director. In cases where an International Director would not be able to complete tasks, steps can be taken to remove or replace the Director from office. If you have questions, please contact the Junior Optimist Department at (800) 500-8130.

Your Role

If you are elected as a Director, you will be taking a very active leadership position. You will serve your year as a representative of the organization to District Officers and to adult Optimists. You are a model for other Members and adults who are thinking about starting Clubs.

As a Director, you will also serve as a Board Member charged with making decisions that will affect the entire organization now and in the future. You will need to think "globally," putting the good of the organization ahead of what might be best for your Club or District.

Probably the most important part of being a Director is being a great "communicator!" We have all said that better communication is something that needs to be strived for and you will have the opportunity to make that happen! You will be assigned a group of Districts to communicate with all year long. It will be your job to keep these Districts in the loop about things that are happening. You also need to be the person who can help and encourage the Districts to continue to add new Members and build new Clubs. You will also be a key promoter of the Junior Optimist International Convention.

Attire

When you are representing the organization, you will need to wear business attire, unless you are told otherwise. This means coat and tie, pantsuit, suit, dress or skirt. You are representing future Optimists and want to send the best message possible!

Travel

The first meeting will be held in mid-October in conjunction with Optimist International Committee meetings in St. Louis, MO. We will begin on Thursday evening and will continue through Saturday evening. Staff will be making your travel arrangements and will work with you on schedules.

You will be sent a binder of information prior to each meeting regarding topics that will be discussed at the meeting along with minutes from past meetings. Please spend some time reviewing these items so that you will be ready to take part in the discussion at the meetings.

The other meeting takes place during the Convention. Again, Staff will make your travel arrangements.

For the October and July meetings you will receive a per diem to offset expenses. Optimist International will pay for your plane ticket and hotel room. Any other expenses will need to be paid for with your per diem. During these meetings, you will be sharing a room with other Board Members.

Communications

As a Director, you will be communicating on several different levels. Be prepared to make lots of phone calls and send out lots of e-mail messages. Since you will be in charge of roughly 10 Districts, you will need to make sure that you are in contact with each Governor or representative. If you send an e-mail message to your Districts, please also copy the International office. We want to know what information you are sending out in case we can help in any way.

Make contact and stay in contact frequently with your Districts. At the very least, you should be talking to your Districts monthly. It would be a good idea to get the e-mail addresses of the Club Presidents in each of your Districts and send

them a message from time to time. During the **Miscellaneous**

year, you will be given specific items to discuss Be prepared to present a report at each of the with your Districts and report back on. We will meetings. During the October meeting your report be expecting a monthly report on each of your will be on your goals for the upcoming year. At the Districts from you. Convention Meeting, your report will be on how the year has gone.

We use e-mail a great deal when contacting you and other Board Members throughout the year. During the course of the year, there will be Check your e-mail daily! Expect lots of e-mail several discussions regarding things that affect and also be prepared to respond to it when the organization. Since we only meet two times and if the time arises. If the International office a year, many of these discussions take place via sends an e-mail and asks for a response – do e-mail or conference call. It is important that you so as promptly as possible. There will also be play an active role in e-mail from your fellow Board Members, Staff, these discussions.

Committee Members, people in your region, and other people associated with Optimist Be prepared to spend at least 10 hours a week International. All of this e-mail should be read on Junior Optimist International-related work. and you should take the proper course of action

Being a Junior Optimist International Board concerning the message’s content. If you are Member is a lot of work, but if you are elected, it uncertain of what to do, forward the message to will be like no other year that you will experience! Staff and they will help you.

If your computer goes down or you cannot get into your e-mail account, please notify Staff **I have read and understand these immediately at (800) 500-8130, and we will let rules and agree to abide by them.**

everyone else know. Also, be prepared to give us an alternative way to give information to you until you are able to receive e-mail again. It will be your responsibility to find out what takes place (Name) during the time that you are unable to access your e-mail.

Occasionally, the Board and Committee conduct business by conference call. Be prepared to (Date) participate in these calls. You will be notified of the date and time of the call and given instructions on how to access the call. If you are unable to participate in the call, contact the Staff and let them know. It will be your responsibility to contact someone to find out what happened on the call and any assignments that might have been given.

During the course of the year, there will be several discussions regarding things that affect the organization. Since we only meet two times a year, many of these discussions take place via e-mail or conference call. It is important that you play a leading and active role in these discussions.

Junior Optimist International Application for International Office and Biographical Release

Qualified Members are invited to submit this form stating their intention to run for office.

Please submit your speech no later than **June 1**, to Optimist International so that it can be translated for Convention.

APPLICATION DEADLINE: **June 1**

Please submit application and copy of campaign speech no later than **June 1** (speech will be translated).

Position Campaigning for: q Director q President

Candidate's Name: _____
(Last) (First)

Address: _____

City: _____ State/Prov: _____ ZIP/Postal Code: _____ Country: _____

Telephone: (_____) _____ Fax Number: (_____) _____

E-Mail Address: _____

Club Name: _____

Club #: _____ District #: _____

Name of School Attended: _____

Year in School as of October 1: _____ Date of Birth: _____ / _____ / _____

Advisor's Name: _____

List qualifications, offices held, activities and what you hope to accomplish if elected:

Signature: _____ Date: _____ / _____ / _____

IMPORTANT: A CLEAR, REPRODUCIBLE PHOTO MUST ACCOMPANY THIS APPLICATION!
*For additional forms that must accompany this application, visit junioroptimist.org.

Send Application & Photo To:

Optimist International
Junior Optimist Department
4494 Lindell Boulevard
Saint Louis, MO 63108
Fax: (314) 371-6006
junioroptimist@optimist.org