

# Illinois Junior Classical League-North: Board Application 2023-24

(Email to [iljcl.applications@gmail.com](mailto:iljcl.applications@gmail.com))



Name: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Email address: \_\_\_\_\_

Home address: \_\_\_\_\_

Home phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Number of previous ILJCL conventions attended: \_\_\_\_\_

Number of NJCL conventions attended: \_\_\_\_\_

**Desired ILJCL Board Position:** \_\_\_\_\_

**My student has permission to run for office.**

Sponsor signature: \_\_\_\_\_

Date: \_\_\_\_\_

**My child has permission to run for office.**

Parent/Guardian signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please review the duties of your selected office.**

PRESIDENT:

- Prepares agenda for all meetings
- Presides at all meetings and General Assemblies
- Stays aware of all board member activities, and provide assistance
- Maintains correspondence with all board members
- Speaks on behalf of ILJCL-North
- Informs school JCL officers of JCL activities
- Writes letters to school JCL newsletters
- Attends meetings/conventions of other organizations and writing to Congress if the need arises
- Leads planning of Convention and creates the agenda, contributing ideas and being available throughout Convention to assist as needed
- Prepares and tallies Convention evaluation forms
- Coordinates spirit with the 2nd VP

FIRST VP:

- Executes the duties of the President in the event of the President's death, illness, or inability to serve
- Publicizes JCL through national, state, and local news media
- Promotes JCL membership

SECOND VP:

- Serves as a resource for local JCL officers to contact concerning suitable programs for their clubs
- Contributes to the Nuntius on successful spirit/service activities
- In charge of spirit at convention
- Executes the duties of the President in the event of the death, illness, or inability to serve of both the President and the 1st VP

COMMUNICATIONS COORDINATOR:

- Keeps minutes at all meetings
- Keeps minutes at Convention
- Runs the ILJCL-North website

PARLIAMENTARIAN:

- Responsible for enforcing *Robert's Rules of Order* parliamentary procedure
- Executes the duties of President in the event of the death, illness, or inability to serve of the President and both VPs
- Presides at the Nominations and Constitutional Amendment Committees
- Receives filing papers of board candidates and updates them on the election
- Mails out proposed constitutional amendments

HISTORIAN:

- Edits the Nuntius
- Takes photos and keeps a scrapbook of "materials of historical interest"

**I understand the duties of the position for which I am applying.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_