

How to Run/Apply for TSJCL Office

Email parli@tsjcl.org for details!



Recommendations

Note from the Parliamentarian:

To familiarize yourself with all the offices and procedures, I highly recommend you attend our events at the TSJCL state convention and if possible the NJCL convention. Events such as Nominations Committee, the Program of Works Committee (if there is one), Candidates Open Forum, and the general election at the TSJCL Convention are great ways to meet the Student Executive Board and learn about office. There are also a variety of online resources available including the *TSJCL Officer Handbook*, the *TSJCL Constitution*, and the *TSJCL Bylaws*, which you should definitely read before applying/running for office!

Thanks,
Ashley Xie
2018-2019 TSJCL Parliamentarian

Eligible for Office? (TSJCL Bylaws Article III)

- ❖ You need to be enrolled in a Classics course during your term of office
 - One semester courses, college courses, and other courses lacking daily contact with a sponsor do not suffice.
- ❖ No chapter may have more than two officers on the Student Executive Board.
 - No chapter can have more than one elected officer.
- ❖ You need written permission of you legal guardian and teacher/sponsor.
- ❖ You represent your chapter of TSJCL.
- ❖ Elected and appointed officers: grade 9 or higher (at the time of election or appointment to office)
- ❖ Area chairpersons: grade seven or higher (at the time of election or appointment to office)

Elected Officers

Elected officers include President, First Vice President, Second Vice President, Secretary, Outreach Coordinator, and Historian.

Specific Requirements:

- ❖ No chapter can have more than one elected officer.
- ❖ The President, First Vice-President and the Second Vice-President can't hold the same position twice.
- ❖ You need to be present at the State Convention and to have attended at least one previous State Convention.
- ❖ Candidates for President need to have attended at least one previous National Convention at the time of candidacy.

Summary of Election Process

The process of elected office will take place before state. Applications should be emailed to the TSJCL parliamentarian before the set due date. Candidates for elected office will complete the following:

- ❖ Nomination Form for 2019-2020 TSJCL Officers
- ❖ Application with cover letter and resume
- ❖ Attend election events:
 - Nominations Committee
 - General Assembly II
 - Candidates Forum
- ❖ Prepare speeches
- ❖ Note: No pre campaigning. Stay within the budget of \$30 while campaigning!

Appointed Officers

Elected officers include Treasurer, a Parliamentarian, an Editor, a Webmaster, and up to two Convention Coordinators.

Specific Requirements:

- ❖ Candidates for Treasurer shall come from a chapter whose sponsor has previously sponsored a TSJCL officer or area chairperson.
- ❖ Candidates for Editor should include a mock Torch cover.

Summary of Appointment Process

Appointment of officers will take place after state. Applications should be emailed to the TSJCL parliamentarian before the set due date. Candidates for appointed office will complete the following:

- ❖ Nomination Form for 2019-2020 TSJCL Officers
- ❖ Application with cover letter and resume
- ❖ Interview as scheduled by the parliamentarian

The TSJCL parliamentarian will email you once the board has appointed its officers.

Bonam Fortunam!

Don't forget to check the TSJCL Officer Handbook, the TSJCL Constitution, and the TSJCL Bylaws!