



LBYC Junior Flag and Board Expectations

Section 1. The objective of the Junior Officers is to provide opportunities for the Club's Junior Members to engage with the Club and provide assistance in the development and implementation of our Corinthian programs. Junior Officer members will develop valuable skills in leadership, teambuilding, ownership, and accountability to tasks, and will become role models to the Club's younger Junior Members. Responsibilities will include but not limited to promoting the junior aquatic and sailing programs, planning and assisting with the Junior Match Race Invitational and Beach to Bay Regattas, planning fundraisers, planning banquets, and assisting with parties and events.

Section 2. Meetings: The Junior Flag and Board will hold a monthly meeting. Meetings will be governed by the Junior Commodore or the highest-ranking officer that is present. Minutes will be taken by the Junior Secretary and will be distributed to the Jr. Flag and Board members and the Youth Advisory Committee Chair within one week of the meeting.

Section 3. The elected Junior Officers shall be open to all LBYC Juniors who are in 7-12 grade. The Junior Flag consists of the Junior Commodore, the Junior Vice-Commodore, the Junior Rear Commodore, the Junior Secretary, and the Junior Treasurer. The Junior Board consists of the Aquatics Director, the Sailing Director, the Events Director and the Historian. Junior Officer Members shall be elected in November of each year and shall take office in January, with December used as a transition month for job training. The Junior Officers will work with the assigned Flag officer, the Rear Commodore as well as the Youth Advisory Committee, Chair.

Section 4. a) The **Junior Commodore (1-year term)** shall be the chief executive officer of the Junior Board, subject to the control of the assigned Flag Officer, the Rear

Commodore, and the Youth Advisory Committee Chair. He/she shall have the powers and duties as prescribed by said Flag Officer or these Bylaws. The duties of the Junior Commodore shall consist of but not be limited to:

- Official Representation at LBYC activities. He/she shall attend all Corinthian Program Events as well as Installation Dinner, Junior Congressional Cup, Opening Day, and annual Awards Banquet.
- Junior Board Meetings. He/she shall preside over monthly Junior Board meetings and will be responsible for scheduling, setting the agenda, and presiding over the meetings; and is responsible for maintaining parliamentary procedure.
- Events. Work closely with Youth Advisory Committee and other Junior Flag and Board Members to provide leadership in the planning and implementation of Junior Match Race Invitational, Beach to Bay, Speech Contest, Awards Banquet, and other parties and events. He/she may delegate responsibilities to junior members or committees of junior members if necessary.
- YAK Article. Submit information and/or articles to the YAK including upcoming events, fundraisers, and acknowledgments.

b) The **Junior Vice-Commodore (1-year term)** shall be the executive officer of the Junior Commodore. In the absence or illness of the Junior Commodore, the Junior Vice-Commodore shall perform all the duties of the Junior Commodore. The Junior Vice Commodore will work closely with the other Junior Flag and Board Members and the Youth Advisory Committee. His/her duties include:

- Events: plan, organize and implement junior activities, events, and parties including Kick-Off-to-Summer Party, Halloween Party, and the Christmas Parades. The Junior Vice Commodore and the Junior Events Director shall develop committees of junior members as needed for these events.

c) The **Junior Rear Commodore (1-year term)** shall act as the Junior Vice Commodore during his or her absence. His/her duties include:

- Racing: Work with the Jr. Sailing Director and parent advisors to plan and implement the Beach-to-Bay Regatta and other junior sailing regattas and events with the assistance of the Junior Sailing Director.

d) The **Junior Secretary (1-year term)** duties include:

- Minutes: Record the minutes of the Junior Board meetings. Post and distribute minutes to Junior Board Members, and Youth Advisory Committee Chair in a timely manner.

e) The **Junior Treasurer (1-year term)** duties include:

- Budget and Fundraising: Work with the Youth Advisory Committee, Chair, and Junior Flag and Board Members to facilitate junior member involvement in fundraisers. He/she shall keep records and report money raised to the Junior Flag and Board. If he/she cannot attend a fundraiser he/she must delegate a junior officer to do so and that designee shall have all the responsibilities of the Junior Treasurer.

Section 4.

a) The **Junior Aquatics Director (1-year term)** duties include:

- Aquatics representative of the Junior Board. He/she shall work closely with the LBYC Activities Directory to provide assistance with any aquatics Corinthian Events. The Junior Aquatics Director will also assist the Junior Vice-Commodore with his/her event planning needs.

b) The **Junior Sailing Director (1-year term)** duties include:

- Sailing representative of the Junior Board. He/she shall work closely with the Jr. Rear Commodore and Jr. Sailing director to provide assistance with any sailing and racing needs for all Junior sailing regattas and events.

c) The **Junior Events Director (1-year term)** duties include:

- Events representative of the Junior Board. He/she shall work closely with the Jr. Rear Commodore and Youth Advisory Committee Chair to provide assistance with any junior activities, events, and parties

including the Children's Christmas Party, Halloween Party, the Belmont Shore Christmas Parade, the Naples Christmas Boat Parade, and any additional Corinthian Events.

d) The **Junior Historian Director (1-year term)** duties include:

- Historian representative of the Junior Board. He/she shall take photographs of all programs and events and compile them into a digital slide show. The slideshow will be is used for the Awards Banquet, New Member Orientation, and Corinthian Information and Registration Nights. He/she will catalog the Junior Flag and Director's past and present minutes and all applications submitted for the Junior Flag and Board positions.



LBYC Junior Flag / Board Application 2021

The LBYC Junior Flag and Board exist to create and foster a positive social environment, to create and nurture team building and leadership opportunities for the junior members of the LBYC, and to promote a positive image of LBYC juniors to the club, its members, other yacht clubs and the community. These young people will be the leaders of our juniors in many ways. The junior Flag and Board members should recognize the responsibility of being a positive role model.

In addition to attending and assisting with various club events throughout 2021, the Junior Flag and Board members have the opportunity to volunteer in the community. The members meet once a month to discuss their activities and action items.

All applicants must be a current LBYC member in good standings (as part of a membership) and in 7th-12th grade.

Please return this application to the front desk at LBYC by November 18th, 2020 and ask that it be placed in the mailbox for the Junior Flag and Board. If you have any questions, please contact **Cynthia Finley** at cynfin10@gmail.com.

Name: _____

Address: _____

Your cell number _____ Parent cell number: _____

Your email: _____ Parent email: _____

Current school year: _____ School: _____

Questions

1. What other organizations are you involved in outside LBYC?
2. What are some charities/community services that interest you?
3. Why would you like to participate on the Junior Flag and Board at LBYC?

Applicant Signature

Parent Signature

Date _____