



- Application must be typed or written legibly in black pen -
- All officer applicants must be at least 16 years of age by July 1, 2019 and hold a valid driver's license -
- Be sure to READ ALL of the application prior to submission -

2019 GJCA OFFICER APPLICATION



2019 GJCA Officer Application

Name: _____ **Grade/ Year in School as of Fall 2019:** _____

School/ Ag Teacher: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Age:** _____ **Birth date:** _____

Email Address: _____

Parent or Guardian's Name: _____

How many years have you been involved with the cattle industry? _____

How long have you been a GJCA member? _____ **GJCA Number:** _____

Are you a 4-H or FFA member? _____ **How many years?** _____

.....
List the names of organizations you have been involved with: _____

Offices held and specific responsibilities: _____

Recognitions, achievements and awards: _____

Explain your involvement with GJCA: _____

What are your future plans? (College, vocational school, work, etc.) _____

What offices are you interested in running for? Rank them 1-4, with your top choice being 1.

_____ Chairman _____ Vice Chair _____ Secretary _____ Board Member

Additional Application Materials

- Include a one-page essay, typed and double spaced, on "How can I help GJCA impact more students"
- Include one recent head shot of yourself
- Application must be received in office or emailed by June 1, 2019
- Application must be typed or written legibly in black pen

Complete and return to:

Charlsy Godowns
Georgia Junior Cattlemen's Association
PO Box 27990
Macon, GA 31221

Or via email at charlsy@gabeef.org

All officer applicants must be at least 16 years of age by July 1, 2019 and hold a valid driver's license. Applicants should be willing and able to attend officer meetings, conference calls and various events throughout the year. Selected officers will be required to attend specific events on dates highlighted on the next page of this application. Missing more than 1 required event is grounds for removal from the officer team. Signing this application acknowledges your understanding.

If you have any questions, please contact Charlsy at charlsy@gabeef.org or 478-474-6560.

Applicant's Signature

Date

Parent or Guardian's Signature (If under 18 years old)

Date

Dates that Officers are Responsible for:

July 11th, 2019: GJCA Officer Training & Planning Meeting, GCA Office*
July 12th, 2019: Georgia Junior Beef Futurity, Perry Fairgrounds
July 25-27, 2019: GCA Summer Conference, Hiawasseee *
August-September, 2019: Respective Region Roundup, Location & Date TBD
August 24th, 2019: GJCA Field Day, Location TBD*
September 26th OR 28th, 2019: Beef Industry Scholarship Challenge, UGA Livestock Arena
October 5th, 2019: Georgia National Fair Heifer Show, Perry Fairgrounds*
February 20th – 21st, 2020: Georgia State Livestock Show, Perry Fairgrounds*
April 2nd – 4th, 2020: GCA Annual Convention, Perry Fairgrounds*
April 23rd, 2020: Georgia FFA State Convention, Macon Centreplex

- Throughout the year, as local shows begin planning dates, we will add them to our calendar
- Dates marked with an asterisk (*) are MANDATORY
- This calendar is NOT complete or final- it is subject to change as the Youth Advisor sees fit
- Communication between GJCA Officers and the Youth Advisor is crucial to the success of the program; it is the responsibility of the officer to communicate with the Youth Advisor

If a mandatory event () listed above is a scheduling conflict with you, please provide details here, including the date, the title and description of what would hinder your participation in the GJCA event:*

By signing below, I have read and will comply with the calendar above provided I am chosen to serve as a 2019-2020 GJCA Officer. I understand that my attendance at the events marked with an asterisk () are mandatory. I understand that the calendar is not complete or final, and is subject to change at the discretion of the GJCA Youth Advisor. I also understand that communication with the Youth Advisor regarding events and programming is the responsibility of the officer.*

Applicant's Signature

Date

Parent or Guardian's Signature (If under 18 years old)

Date

Officer Duties: The duties of the selected officers are as follows:

A. Chairman:

1. To preside over all meetings using parliamentary procedure
2. To assist the youth advisor in creating agendas before each meeting and/or conference call
3. To ensure all officers successfully conduct their duties and activities of the Association
4. To fulfill social media responsibilities as outlined by the youth advisor
5. To submit articles to the *Georgia Cattleman* magazine as assigned.
6. To attend all of the major junior events: Convention, Field Day and Summer Conference
7. To attend as many Georgia Cattlemen's Association events as possible during the year, including Region Roundups, Chapter meetings, Georgia National Fair, local field days, etc.

B. Vice-Chairman:

1. To recruit new members from across the state to the association
2. To create recruitment materials and junior-related press releases for distribution
3. To assist the Chairman in conducting meetings
4. The Vice-Chairman will transition to Chairman the next year
5. To fulfill social media responsibilities as outlined by the youth advisor
6. To submit articles to the *Georgia Cattleman* magazine as assigned
7. To attend all major junior events: Convention, Field Day and Summer Conference
8. To attend as many Georgia Cattlemen's Association events as possible during the year, including Region Roundups, Chapter meetings, Georgia National Fair, local field days, etc.

C. Secretary:

1. To take accurate minutes during GJCA board meetings and conference calls
2. To distribute all minutes to the other officers and to GCA Director of Association Services
3. To fulfill social media responsibilities as outlined by the youth advisor
4. To submit articles to the *Georgia Cattleman* magazine as assigned
5. To attend all major junior events: Convention, Field Day, and Summer Conference
6. To attend as many Georgia Cattlemen's Association events as possible during the year, including Region Roundups, Chapter Meetings, Georgia National Fair, Local Field Days, etc.

D. Board Member:

1. To recruit new members from across the state to the association
2. To create recruitment materials and junior-related press releases for distribution
3. To fulfill social media responsibilities as outlined by the youth advisor
4. To submit articles to the *Georgia Cattleman* magazine as assigned
5. To attend all major junior events: Convention, Field Day and Summer Conference
6. To attend as many Georgia Cattlemen's Association events as possible during the year, Region Roundups, Chapter meetings, Georgia National Fair, local field days, etc.

Code of Conduct

BEHAVIOR STANDARDS

Participants are expected to follow the rules and regulations set forth for the program as well as those relevant to the facility where the event is held. This Code of Conduct is valid for the duration of the GJCA Officer term. Participants are expected to attend all sessions as part of a planned program exhibiting positive character and behavior including (but not limited to) trustworthiness, responsibility, respectfulness, caring, citizenship and fairness.

- Participants are expected to be responsive to requests of the leaders and respectful of the needs for their personal safety and the safety of others.
- Participants should dress appropriately, use appropriate language and respect the rights of others.
- Participants may not behave recklessly or in a manner which prohibits others from participating in the program in the manner intended.
- Realizing these guidelines are not “all inclusive” the GCA Director of Association Services and Youth Advisor reserves the rights to make adjustments to these policies.

CONSEQUENCES OF MISBEHAVIOR

Participants and adults who observe a breach in the Code of Conduct must report the misbehavior to the appropriate organization leader and/or the Event coordinator. The leader will complete an incident report and determine the next steps regarding the incident.

If participants are found participating in actions listed below, law enforcement or other legal authorities may be notified and may lead the review and consequences related to the incident. Leaders may not ask additional questions of the participants or determine the validity of the claim. In these incidents, participants may be removed from the event and suspended or expelled from future participation. These behaviors may include:

- Possession or use of illegal drugs/alcohol
- Possession or use of a weapon
- Assault or harassment
- Inappropriate touching of a sexual nature

If the participant is found participating in the actions listed below, leaders will lead the review and determine the consequences of the behavior. Participants will have the opportunity to explain their actions to leaders in charge of the activity and may request a review board. The person coordinating the event or the organizational leader may also convene a review board for the purposes of determining what has occurred and what disciplinary action should be taken. In some cases, incidents are deemed serious and may be referred to law enforcement or other legal authorities.

If the participant receives consequences from the leader or through the review process, the participant may be sent home at their own expense and may be suspended from participation in future events. Suspensions may be up to one year. If a participant wishes to appeal the decision, the participant must appeal in writing through the GCA Director of Association Services and Youth Advisor. Appeals must be filed within 10 days of notification of the disciplinary action. Following the disciplinary action, the person coordinating the activity will provide written notification to the appropriate parties including but not limited to the participant, his/her parent/guardian.

- Breaking curfew or disturbing the peace
- Unexcused absences from the activities premise of an event
- Unauthorized use of vehicles during the event
- Reckless or inappropriate behavior
- Use of foul or offensive language
- Possession or use of alcohol or tobacco
- Breach of the GCA/ GJCA Code of Ethics
- Remaining in the presence of those who are breaking the GCA/GJCA Code of Conduct
- Theft, misuse or abuse of public or personal property
- Possession of fireworks

Participant’s Agreement

By signing my entry form, I agree that I have read the Code of Conduct and agree to participate fully in all aspects of program activities. I understand the standard of behavior and agree to maintain such during 2019-2020 GJCA Officer Term Year. I give permission for my images, likeness and voice to be used Georgia Cattlemen’s Association, Georgia Junior Cattlemen’s Association, Georgia Beef Board, and Georgia Cattleman Magazine in print and electronic form.

Signature: _____

Date: _____

Print Name: _____