

South Shore Yacht Club Junior Program

ELECTION OF OFFICERS

All posts are up for re-election annually. The positions to be filled are:

COMMODORE:

The Commodore is responsible for leading the SSYC Junior Program with advisory assistance from the adult SSYC Junior Sailing Foundation. Candidates must be willing to take on the responsibility of planning meetings, setting agendas and running the general membership meetings by Robert's Rules of Order. The Junior Commodore is the organization's highest ranking officer. Candidate must be organized, a leader and at ease when speaking in public. Commodore is also required to attend all Junior functions and meetings. It is also customary that the Commodore act as the Master of Ceremonies for the Junior Awards Banquet. Election is for a 1-year term.

VICE – COMMODORE:

The Vice-Commodore position is the organization's second highest ranking officer and takes over in the Commodore's absence. Candidates must be organized and at ease when speaking in public. Candidates should be familiar with Robert's Rules of Order. Election is for a 1-year term.

TREASURER:

The Treasurer, with assistance from the Foundation, maintains the financial books for the Junior organization. Informational reports to the Board, as well as, the Junior membership must be made at all Junior meetings. The Treasurer is expected to attend &/or participate in all Fundraising events. Candidates should enjoy working with numbers and should be at ease when speaking in public. Election is for a 1-year term.

SECRETARY:

The Secretary records the minutes of every meeting with the board and the general membership. The minutes of past meetings must be prepared as a written document for record, as well as at all board and general membership meetings. Minutes are expected to be given to the Junior Advisor and Foundation Webmaster to be posted to the Junior website. The Secretary also responds to all correspondence received by the organization as well as, writes and sends out correspondences for the Juniors. Election is for a 1-year term.

BOARD OF DIRECTORS:

There are four (4) Directors elected to the Board for 1 year terms. A Director serves on the Junior Board of Directors and works with the other officers to organize and lead the organization. Each Director will serve as a chairperson of a committee such as:

Sail/Race

- Works with the adult volunteer race coordinator to plan & communicate all logistics of away regattas to parent volunteers and Junior racers.
- Encourages Juniors to race outside of summer instruction time
- Develops and updates the Junior Lightning calendar & encourages Juniors to participate/crew the Junior Lightning

Special Events

- Works with the adult Special Events Coordinator to plan & communicate all logistics of Junior events to parent and Junior volunteers
- Works to facilitate communication between the Juniors and the Kaszube Cup Coordinator
- Keeps attendance of participants at all Junior events

Fundraising

- Communicates specific financial needs between the Juniors and the Fundraising Director of the Junior Foundation Board
- Works with the Foundation Board Fundraising Director to coordinate fundraising efforts and engage Junior participation

Publications

- Create, in writing, a monthly article or interview concerning Junior events, members, instructors, donors or alumni
- Submit the above article or interview to the Foundation Webmaster to be posted in the Junior Time & Tide Newsletter
- Submit the above article or interview to the SSYC Publications Director to be posted in the SSYC Compass Newsletter

Letters of Intent are due by: October 24th, 2021

Send to: junior.advisor@ssyc.org or drop off a paper letter at the SSYC office