



THE UNITED STATES JUNIOR CHAMBER.

PASSPORT TO LEADERSHIP PROGRAM

PHASE I / INVOLVEMENT

1st – 3rd Degrees

1st Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 1st Degree
2. Participate in a individual development project
3. Attend an orientation of chapter, state, and national structure and programs
4. Meet with 1 established/active member outside of a planned Jaycees function
5. Work on a chapter project

2nd Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 2nd Degree
2. Lead the Junior Chamber chapter in reciting the Jaycee Creed, Pledge of Allegiance, or Invocation
3. Complete 3 optional Involvement Phase tasks

3rd Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 3rd Degree or attend 3 meetings consecutively
 2. Participate in a individual development project
 3. Chair or co-chair a chapter project and complete the CPG process
 4. Bring a prospective member to a chapter activity
 5. Complete 3 optional Involvement Phase tasks that have not yet been completed
- INVOLVEMENT OPTIONAL REQUIREMENT:**
- I-1. Be able to recite the Jaycee Creed
 - I-2. Attend a chapter Chairman's Planning Guide preparation training session, or have a chapter member explain the CPG process.
 - I-3. Bring a prospective member to a chapter activity project
 - I-4. Be an active committee member on a chapter project
 - I-5. Attend a civic organization, local government, religious, or school board meeting with another Jaycee and report to the chapter
 - I-6. Recruit one new member. Make sure he or she completes a Member Survey and is enrolled into the Passport to Leadership program
 - I-7. Participate in a chapter Ways and Means or fundraising project
 - I-8. Recruit a member
 - I-9. Attend a chapter Board of Director meeting
 - I-10. Participate in a competition
 - I-11. Attend a district, region, state or national training program

PHASE II / EXPERIENCE

4th - 6th Degrees

4th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 4th Degree or attend 4 meetings in a row

2. Chair a project and CPG must be provided
3. Lead a chapter training program
4. Conduct an orientation, either with a group or one-on-one
5. Recruit one new member. Make sure he or she completes a Member Survey and is enrolled into the Passport to Leadership program
6. Complete 3 optional Experience Phase tasks

5th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 5th Degree or attend 5 meetings consecutively
2. Participate in an individual development project.
3. Participate in a district, region, state or national competition
4. Visit an activity of another chapter.
5. Complete 3 optional Experience Phase tasks that have not yet been completed

6th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 6th Degree or attend 6 meetings consecutively
 2. Attend a district, region, state, or national training session, forum, orientation, or meeting.
 3. Lead and coordinate a visitation team to another chapter.
 4. Chair a chapter project and complete the CPG process, or serve on the chapter's Board of Directors.
 5. Complete 2 optional Experience Phase tasks that have not yet been completed
- EXPERIENCE OPTIONAL REQUIREMENT:**
- E-1. Hold a Board of Directors position
 - E-2. Be assigned as mentor to a new member and help them advance two degrees
 - E-3. Train in an individual development project.
 - E-4. Attend a national convention
 - E-5. Attend an international meeting
 - E-6. Chair a committee with at least 4 committee members
 - E-7. Receive state or national honor award
 - E-8. Chair a chapter extension
 - E-9. Conduct a television or radio interview that positively reflected the Jaycees
 - E-10. Attend a Chamber of Commerce meeting
 - E-11. Meet with local politician or business leader regarding Junior Chamber movement
 - E-12. Serve on a state committee
 - E-13. Participate in chapter plan review meeting or long-term planning meeting

PHASE III / LEADERSHIP

7th - 10th Degrees

7th Degree:

1. Conduct a new-member orientation.
2. Help a Jaycee advance one degree
3. Recruit a new member. Make sure he or she completes a Member Survey and is enrolled into the Passport to Leadership program

4. Complete 2 optional Leadership Phase tasks that have not yet been completed
- 8th Degree:**

1. Organize and participate in a district, region or state training program.
2. Organize a chapter Ways and Means or fundraising project
3. Complete 2 optional Leadership Phase tasks that have not yet been completed

9th Degree:

1. Assist a new committee chairperson to complete the CPG process
2. Help a Jaycee advance one degree
3. Recruit one new member. Make sure he or she completes a Member Survey and is enrolled into the Passport to Leadership program
4. Complete 2 optional Leadership Phase tasks that have not yet been completed

10th Degree

1. Conduct a training program revolving around the Junior Chamber Areas of Opportunity OR conduct a recruiting training program
2. Recruit one new member. Make sure he or she completes a Member Survey and is enrolled into the Passport to Leadership program
3. Complete 2 optional Leadership Phase tasks that have not yet been completed

LEADERSHIP OPTIONAL REQUIREMENT:

7th - 10th Degrees:

- L-1. Apply as a member of the Leadership Academy
- L-2. Advise a project committee
- L-3. Conduct a chapter training program.
- L-4. Attend a future officers' training program and run for office
- L-5. Help a Jaycee advance one degree
- L-6. Conduct a community Service/fundraising project
- L-7. Serve on the chapter's Board of Directors
- L-8. Complete term as a District Director, Region Director, state Program Manager, State Chairperson, or a state office not previously held
- L-9. Serve on the chapter's election committee
- L-10. Participate in a statewide community service/fundraising program
- L-11. Participate in a statewide individual development program
- L-12. Assist in preparing the chapter's annual report
- L-13. Win local, district, region, state, or national competition
- L-14. Serve as a judge for local, district, region, state, or national competition
- L-15. Write an article for publication in a chapter, district, region, state newsletter or newspaper
- L-16. Conduct chapter plan evaluation review
- L-17. Visit another state event

The United States Junior Chamber

7447 S. Lewis Avenue • Tulsa, OK 74136-6839 • Fax 918.584.4422 www.USJAYCEES.org



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

2nd Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Attend 50% of the chapter membership meetings while attaining 2nd Degree _____
- 2. Lead the Junior Chamber chapter in reciting the Jaycee Creed, Pledge of Allegiance, or Invocation _____
- 3. Complete 3 optional Involvement Phase tasks _____

Involvement Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____
- 3. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

3rd Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Attend 50% of the chapter membership meetings while attaining 3rd Degree _____
- 2. Participate in an Individual Development Project _____
- 3. Chair or Co-chair a chapter project and complete the CPG process _____
- 4. Bring a prospective member to a chapter activity _____
- 5. Complete 3 optional Involvement Phase tasks that have not been completed _____

Involvement Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____
- 3. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

4th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Attend 50% of the chapter membership meetings while attaining 4th Degree
or attend 4 meetings consecutively _____
- 2. Chair a chapter project and complete the CPG process _____
- 3. Lead a chapter training program _____
- 4. Conduct an orientation with a group or one-on-one _____
- 5. Recruit 1 new member and make sure member survey is completed _____
- 6. Complete 3 optional Experience Phase activities _____

Experience Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____
- 3. _____

Chapter President's Signature of Verification _____

**The United States Junior Chamber
7447 S. Lewis Avenue • Tulsa, OK 74136-6839 • Fax 918.584.4422 • www.USJAYCEES.org
Passport To Leadership Program Manager: USJCPassport@verizon.net**



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

5th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Attend 50% of the chapter membership meetings while attaining 5th Degree
or attend 5 meetings consecutively _____
- 2. Participate in an Individual Development project _____
- 3. Participate in a District, Region, State or National competition _____
- 4. Visit an activity of another chapter _____
- 5. Complete 3 optional Experience Phase activities _____

Experience Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____
- 3. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

6th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Attend 50% of the chapter membership meetings while attaining 6th Degree
or attend 6 meetings consecutively _____
- 2. Attend a District, Region, State or National Training session, forum,
orientation, or meeting _____
- 3. Lead and coordinate a visitation team to another chapter _____
- 4. Chair a chapter project and complete the CPG process or serve on the
chapter Board of Directors _____
- 5. Complete 2 optional Experience Phase activities _____

Experience Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

7th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Conduct a new member orientation _____
- 2. Help a Jaycee advance one Degree _____
- 3. Recruit a new member, make sure they complete a member survey or are enrolled in Passport to Leadership _____
- 4. Complete 2 optional Leadership Phase activities _____

Leadership Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

8th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Organize and participate in a district, region, or state training program _____
- 2. Organize a chapter ways & means or fundraiser project _____
- 3. Complete 2 optional Leadership Phase activities not yet completed _____

Leadership Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

9th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Assist a new committee chairperson to complete the CPG Process _____
- 2. Help a Jaycee advance one Degree _____
- 3. Recruit 1 new member, make sure they complete a member survey and is enrolled into the Passport to Leadership program _____
- 4. Complete 2 optional Leadership Phase activities not yet completed _____

Leadership Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____

Chapter President's Signature of Verification _____



THE UNITED STATES JUNIOR CHAMBER.

**Passport To Leadership
CERTIFICATION FORM**

10th Degree Date Achieved:

Member Name:

Member Address:

City:

State:

Zip:

Home Phone:

Work Phone:

Member E-mail:

Chapter President:

State Name:

State Number:

Chapter Name:

Chapter Number:

Chapter Address:

City:

State:

Zip:

Chapter Website:

PLEASE RETURN THIS FORM TO THE STATE OFFICE OR NATIONAL PROGRAM MANAGER.

List each activity and date completed to meet each requirement.

Activities Completed:

Date Completed:

- 1. Conduct a training program revolving around the Junior Chamber areas of opportunity or conduct a recruiting training program _____
- 2. Recruit 1 new member, make sure they complete a member survey and is enrolled into the Passport to Leadership program _____
- 3. Complete 2 optional Leadership Phase activities not yet completed _____

Leadership Phase Activities Completed:

Date Completed:

- 1. _____
- 2. _____

Chapter President's Signature of Verification _____

State President's Signature of Verification _____