

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
- 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. Participaté 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
- E11. 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:
- Assist a new committee chairperson to complete the CPG process
- 2. Help a Javcee 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

		T Degree	e Date Acilieveu.	
Meml	oer Name:			
Memb	<u>er Address:</u>			
City:		State:	<u>Zip:</u>	
<u>Home</u>	Phone:		Work Phone:	
Memb	<u>er E-mail:</u>		Chapter President:	
<u>State</u>	Name:		State Number:	
<u>Chap</u> t	<u>ter Name:</u>		Chapter Number:	
<u>Chapt</u>	<u>er Address:</u>			
City:		State:	Zip:	
Chapt	<u>er Website:</u>			
D.	EACE DETUDN TUT		CTATE OFFICE OF NATIONAL PROCES	M MANAGED
			STATE OFFICE OR NATIONAL PROGRA	IM MANAGER.
List ead	ch activity and date co	empleted to mee	et each requirement.	
	<u> Activities Compl</u>	eted:	<u>Da</u>	te Completed:
□ 1.	Attend 50% of the c	hapter members	ship meetings while attaining 1 st Degree	
□ 2.	Participate in an Ind	ividual Developr	ment project	
☐ 3.	Attend an orientatio	n of chapter, sta	ate, and national structure and programs	
□ 4.	Meet with 1 establis	hed/active mem	ber outside of planned Jaycees function	
	Work on a chapter p	roject		
Chapte	er President's Signa	ture of Verifica	ation	

<u>Meml</u>	oer Name:			
<u>Memb</u>	<u>er Address:</u>			
City:		State:	Zip:	
<u>Home</u>	Phone:		Work Phone:	
<u>Memb</u>	er E-mail:		Chapter President:	
State	Name:		State Number:	
<u>Chap</u> t	ter Name:		Chapter Number:	
Chapt	<u>er Address:</u>			
City:		State:	Zip:	
Chapt	<u>er Website:</u>			
PL	EASE RETURN THIS I	ORM TO THE STA	ATE OFFICE OR NATIONAL PRO	GRAM MANAGER.
List ead	ch activity and date com	pleted to meet ea	ch requirement.	
	Activities Comple	ted:		Date Completed:
□ 1.	Attend 50% of the cha	apter membership	meetings while attaining 2 nd Degre	e
<u> </u>	Lead the Junior Char Allegiance, or Invocat		eciting the Jaycee Creed, Pledge	of
☐ 3.	Complete 3 optional I	nvolvement Phase	tasks	
	Involvement Phas	se Activities C	ompleted:	<u>Date Completed:</u>
□ 1.				
□ 2.				
☐ 3.				
Chapte	er President's Signatu			

2nd Degree Date Achieved:

<u>Me</u>	ml	<u>per Name:</u>			
Mei	mb	er Address:			
City	<u>/:</u>		State:	Zip:	
<u>noH</u>	ne	Phone:		Work Phone:	
Mei	mb	er E-mail:		Chapter President:	
<u>Sta</u>	ite	Name:		State Number:	
<u>Cha</u>	ap	ter Name:		Chapter Number:	
<u>Cha</u>	apt	<u>er Address:</u>			
<u>City</u>	<u>/:</u>		State:	Zip:	
<u>Cha</u>	apt	er Website:			
	PL	EASE RETURN THIS I	FORM TO THE STA	ATE OFFICE OR NATIONAL PROG	RAM MANAGER.
List	ead	ch activity and date con	npleted to meet ea	ch requirement.	
		Activities Comple	ted:	<u>I</u>	Date Completed:
	1.	Attend 50% of the ch	apter membership	meetings while attaining 3 rd Degree	
	2.	Participate in an Indiv	ridual Development	: Project	
	3.	Chair or Co-chair a ch	apter project and o	complete the CPG process	
	4.	Bring a prospective m	ember to a chapte	r activity	
	5.	Complete 3 optional I	nvolvement Phase	tasks that have not been completed	
		Involvement Phas	se Activities C	ompleted:	Date Completed:
	1.		<u> </u>	<u> </u>	<u> </u>
П	2.				
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Ш	3.				
Cha	pto	er President's Signatı	ure of Verification	n	

3rd Degree Date Achieved:

Chapter President's Signature of Verification

			4 th Degree Da	ate Achieved:			
<u>Me</u>	mb	er Name:					
<u>Mer</u>	nb	er Address:					
City	<u>':</u>		State:	Zip:			
<u>Hon</u>	ne	<u>Phone:</u>		Work Phone:			
<u>Mer</u>	nb	er E-mail:		<u>Chapter President:</u>			
<u>Sta</u>	te	Name:		State Number:			
<u>Cha</u>	pt	er Name:		Chapter Number:			
<u>Cha</u>	pte	er Address:					
City	<u>':</u>		State:	Zip:			
<u>Cha</u>	pte	er Website:					
	5 .			ATE OFFICE OR NATIONAL BROAD			
				ATE OFFICE OR NATIONAL PRO	JKAM MANAGEK.		
List	eac	h activity and date con	npleted to meet ea	ch requirement.			
	4	<u> Activities Comple</u>	<u>ted:</u>		Date Completed:		
	1.	Attend 50% of the chapter membership meetings while attaining 4 th Degree or attend 4 meetings consecutively					
	2.	Chair a chapter projec	ct and complete the	e CPG process			
	3.	Lead a chapter trainin	g program				
	4.	Conduct an orientation	n with a group or o	one-on-one			
	5.	Recruit 1 new membe	r and make sure n	nember survey is completed			
	6. Complete 3 optional Experience Phase activities						
	<u> </u>	Experience Phase	Activities Cor	mpleted:	Date Completed:		
	1.						
	•						

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

Chapter President's Signature of Verification

			<u>5 Degree</u>	e Date Acilieveu.	
<u>Мє</u>	emb	<u>oer Name:</u>			
Me	mb	<u>er Address:</u>			
<u>Cit</u>	<u>y:</u>		State:	<u>Zip:</u>	
<u>Ho</u>	me	Phone:		Work Phone:	
<u>Me</u>	mb	er E-mail:		Chapter President:	
Sta	ate	Name:		State Number:	
<u>Ch</u>	apt	ter Name:		Chapter Number:	
<u>Ch</u>	apte	er Address:			
<u>Cit</u>	<u>y:</u>		State:	<u>Zip:</u>	
<u>Ch</u>	apte	er Website:			
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	PL	EASE RETURN TH	HIS FORM TO THE	STATE OFFICE OR NATIONAL PR	OGRAM MANAGER.
List	eac	ch activity and date	e completed to mee	et each requirement.	
	4	Activities Com	<u>ipleted:</u>		Date Completed:
	1.		ne chapter member ings consecutively	rship meetings while attaining 5 th De	<u>-</u>
	2.	Participate in an	Individual Developi	ment project	
	3.	Participate in a D	istrict, Region, Sta	te or National competition	
	4.	Visit an activity o	f another chapter		
	5.	Complete 3 optio	nal Experience Pha	se activities	
		Experience Ph	ase Activities	Completed:	Date Completed:
	1.				
	2.				
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Ш	3.				

Chapter President's Signature of Verification

			6 th Degree D	ate Achieved:	
Мe	ml	oer Name:			
<u>Me</u>	mb	<u>er Address:</u>			
City	<u>/:</u>		State:	<u>Zip:</u>	
<u>Hor</u>	ne	Phone:		Work Phone:	
Mei	mb	er E-mail:		Chapter President:	
<u>Sta</u>	ite	Name:		State Number:	
<u>Ch</u>	ap:	ter Name:		Chapter Number:	
<u>Cha</u>	apt	er Address:			
City	<u>/:</u>		State:	<u>Zip:</u>	
<u>Cha</u>	apt	er Website:			
List	ead	ch activity and date con	npleted to meet ea	·	Date Completed:
	1.	Attend 50% of the chor attend 6 meetings		o meetings while attaining 6 th Degre	e
	2.	Attend a District, Forientation, or meeting	- :	National Training session, forum	n,
	3.	Lead and coordinate a	a visitation team to	o another chapter	
	4.	Chair a chapter proj chapter Board of Dire		e the CPG process or serve on th	e
	5.	Complete 2 optional E	Experience Phase a	activities	
		Experience Phase			Date Completed:
	1.				
	2.				

	7 th Degree Da	ate 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 F	ORM IO THE STA	ATE OFFICE OR NATIONAL PROC	GRAM MANAGER.
List each activity and date com	pleted to meet ea	ch requirement.	
Activities Complet	ted:		Date Completed:
Conduct a new member	er orientation		
☐ 2. Help a Jaycee advance	e one Degree		
3. Recruit a new member enrolled in Passport to	•	y complete a member survey or ar	re
Complete 2 optional Legistration	eadership Phase ad	ctivities	
Leadership Phase	Activities Cor	mpleted:	Date Completed:
			<u> </u>
<u> </u>			
Chapter President's Signatu	re of Verification	1	

	o Degree	e Date Acilieveu.	
Member Name:			
Member Address:			
City:	State:	<u>Zip:</u>	
Home Phone:		Work Phone:	
Member E-mail:		Chapter President:	
State Name:		State Number:	
Chapter Name:		Chapter Number:	
<u>Chapter Address:</u>			
City:	State:	<u>Zip:</u>	
<u>Chapter Website:</u>			
PLEASE RETURN	THIS FORM TO THE	STATE OFFICE OR NATIONAL PR	OGRAM MANAGER.
List each activity and da	ate completed to mee	et each requirement.	
Activities Co	mpleted:		Date Completed:
☐ 1. Organize and p	articipate in a district	t, region, or state training program	
2. Organize a cha	pter ways & means o	r fundraiser project	
3. Complete 2 opt	ional Leadership Pha	se activities not yet completed	
<u>Leadership F</u>	Phase Activities	Completed:	Date Completed:
□ 1			
☐ 2.			
Chapter President's S	Signature of Verifica	ation	

	9 th Degree Da	ate 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 F	FORM TO THE STA	ATE OFFICE OR NATIONAL PRO	GRAM MANAGER.
List each activity and date com	pleted to meet ead	ch requirement.	
Activities Complet	ted:		Date Completed:
1. Assist a new committee	ee chairperson to c	omplete the CPG Process	
☐ 2. Help a Jaycee advance	e one Degree		
☐ 3. Recruit 1 new member	er, make sure they	complete a member survey and	is
enrolled into the Pass			
4. Complete 2 optional Lo	eadership Phase ac	ctivities not yet completed	
Leadership Phase	Activities Con	npleted:	Date Completed:
<u> </u>			
<u> </u>			
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Chapter President's Signatu	re of Verification	1	

State President's Signature of Verification

		10 th Degree Da	ate Achieved:				
<u>Mem</u>	ber Name:						
Memb	<u>oer Address:</u>						
City:		State:	Zip:				
Home	Phone:		Work Phone:				
<u>Memb</u>	oer E-mail:		<u>Chapter President:</u>				
<u>State</u>	Name:		State Number:				
<u>Chap</u>	<u>ter Name:</u>		<u>Chapter Number:</u>				
Chapt	<u>er Address:</u>						
City:		State:	Zip:				
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PI	LEASE RETURN THIS I	-ORM IO THE STA	ATE OFFICE OR NATIONAL PRO	GRAM MANAGER.			
List ea	ch activity and date com	npleted to meet eac	ch requirement.				
	Activities Comple	ted:		Date Completed:			
<u> </u>	Conduct a training propportunity or conduct		round the Junior Chamber areas ng program	of			
□ 2.	Recruit 1 new member	· ·	complete a member survey and program	is			
☐ 3.	Complete 2 optional L	eadership Phase ac	tivities not yet completed				
	Leadership Phase Activities Completed: Date Completed:						
□ 1.	-			<u> </u>			
☐ 2.							
Chapt	er President's Signatu	re of Verification	<u> </u>				