

JAGCATM

JAG CAREER ASSOCIATION

BYLAWS

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JAGCA **BYLAWS**

ARTICLE I. Name

The name of this member-led organization is the **JAGCAreer Association (JAGCA)**.

ARTICLE II. Purpose

The JAGCA's primary purpose is to serve its members' needs, lift youth voices, and strengthen the JAGCA by delivering exceptional services that complement and enhance members' success in school and on the job, leading to productive and rewarding careers. The JAGCA Goals include:

- 1.To build character, develop competent leadership, and instill ethical work attitudes and practices.
- 2.To provide a vehicle for elevating youth voices at the local, state, and national levels.
- 3.To be integral to the comprehensive education program by facilitating a successful transition from school-to-career or pursuit of further education.
- 4.To seek and promote diversity and inclusion among the membership and leadership to promote the JAGCA belief of seeing the value of everyone.
- 5.To strengthen members' confidence in themselves, their activities, and workplace and education performance.
- 6.To promote positive relationships with professional associations, businesses, industries, and organizations.
- 7.To promote involvement in community issues, environmental concerns, and survival needs of the community, the nation, and the world.
- 8.To encourage pursuing and earning scholarships to defray the cost of further education.
- 9.To encourage outstanding member and team performance by providing recognition and awards through the JAGCA National Competitive Events and Recognition Program.

ARTICLE III. MEMBERSHIP

JAGCA is a member-led national organization comprised of students enrolled in a JAG course or a participant in a JAG-affiliated program that operates within a JAGCA chartered organization that provides a JAGCA local or state chapter for members.

Section 1. Divisions

The JAG National Headquarters will charter JAG State Career Associations and will be composed of the following divisions:

- Middle School
- Secondary
- Out-of-School
- Postsecondary
- Alumni

Section 2. Membership Composition

Membership in JAGCA will consist of the following divisions:

- **Middle School Division:** To be eligible for membership in a JAGCA Middle School chapter, a member must enroll in a JAG course in grades 6-8 and be active in the local JAGCA chapter.
- **Secondary Division:** To be eligible for membership in a JAGCA High School chapter, a member must enroll in a JAG course in grades 9-12 and be active in the local JAGCA chapter.
- **Out-of-School Division:** To be eligible for membership in a JAGCA Out-of-School chapter, a member must be a participant in a JAG out-of-school program and be active in the local JAGCA chapter.
- **Postsecondary:** To be eligible for membership in a JAGCA Postsecondary chapter, a member must be a participant in a postsecondary educational program and be active in the local JAGCA chapter.
- **Alumni Division:** Alumni membership will be open to former JAGCA members. Alumni members may not vote, make motions, hold office, or compete in events at the chapter, state, or national levels. They may take advantage of all alumni meetings, training sessions, conferences, and newsletters.

Article IV. National Officer Election

Section I. Elected Officers:

The National Career Association will have four (4) elected officers: President, President-Elect, Secretary, and Parliamentarian. The President-Elect serves a two-year term; first as the President-Elect and then is promoted to serve as the President in the second year.

Section 2. Qualifications for National Office:

- Must be an active local JAGCA chapter member.
- State Career Associations will submit no more than two candidates for national office.
- Candidates must be recommended by the JAG Specialist and endorsed by the JAGCA State Advisor and/or CSA.
- The required information will be submitted by the JAGCA State Association to JAGCA National before the annual National Career Development Conference by a date designated annually. This information will include:
 - A nomination form with a record of Local and State JAGCA offices held.
 - A transcript or verified statement of academic performance for the current membership year.
 - A statement of support with the signature of the school principal or program director; the signature of the local JAGCA Chapter Advisor; the signature of the JAGCA State Advisor/CSA; and the signature of the parent or guardian unless the applicant is 18 years or older.
- Is expected to achieve a qualifying score on the JAGCA Information and Parliamentary Procedure Examination. The qualifying scores of these exams will be reviewed by JAGCA National staff.
- Must go through the Nominating Committee process outlined in the JAGCA Policies and Procedures Handbook.

Section 3. Nominating Committee Process:

A nominating committee composed of a combination of non-candidate affiliates from the following:

- Middle school
- Secondary
- Out-of-school
- Postsecondary
- State Advisors from a non-candidate affiliate
- An industry representative/employer
- A JAG National Board Member

The JAGCA Advisor will appoint the nominating committee and will serve as the oversight. This nominating committee will interview qualified candidates and will nominate no more than four candidates for each of the national offices: President-Elect, Secretary, and Parliamentarian.

If no representatives from the categories above are available to serve on the nominating committee, two individuals from non-candidate affiliates will be selected to serve in this role.

If there are applicants from every Affiliate, it will be up to the JAG National Advisor to select a balanced committee.

Section 4. Election Process:

- The incoming President will be recognized in their new officer role. The President-Elect, Secretary, and Parliamentarian will be elected by the Voting Delegates during the Business Session at the National Career Development Conference.
- Officers will be elected by a majority of the voting delegates at the NCDC.
- No individual may hold a national officer role more than once.
- The duties of the various officers will be specified in the JAGCA Policies and Procedures Handbook.
- The Voting Delegates will receive the slate of officers from the Nominating Committee for election.
- National officers will be elected by ballot at the Annual National Career Development Conference to serve a one-year term or until their successors are selected. In the event a majority vote is not secured by any candidate, a run-off will be held between only the two candidates with the most votes.
- In the case of a tie, the two highest scoring candidates of that office will have the opportunity to provide a 1-minute statement about why they should be elected. There will be a revote until a majority is reached.
- Terms of office will begin immediately after the annual NCDC when officers are elected.
- Officers may only serve for one term (except for the President-Elect).
- In the event of a vacancy in the office of President, the President-Elect will succeed to that office. Other vacancies in national offices may be filled by appointment as referenced in the JAGCA Policies and Procedures Handbook.
- A National Officer Advisor will be appointed by the JAGCA National Senior Leadership Team.

ARTICLE V. MEETINGS

Section 1.

A National Career Association Conference will be held annually at the time and place to be approved by the JAG National leadership team.

Section 2.

JAGCA State Associations will exercise their membership voting privileges through voting delegates. Divisions (Middle School, Secondary, Out-of-School,

and Postsecondary) for each JAGCA State Association will be allocated two (2) voting delegates. One alternate delegate should be selected by State CAs. The names of Voting Delegates must be submitted to JAG National staff by the registration deadline.

Section 3.

In addition to in-person meetings, JAGCA allows electronic meetings by conference call, video conferencing, or virtual meetings.

Section 4.

The Voting Delegate Credential Report will review and approve the list of delegates compiled by the JAG National Career Association Advisor. The Parliamentarian, by way of a roll call, will register the delegates and include in the official meeting minutes a report of the number of delegates present and ensure electronic ballots are disseminated and operational for business meeting voting.

ARTICLE VI. National Officers

The JAGCA Officers will serve as Ambassadors on behalf of the organization.

Section 1.

The JAGCA National Officers will be composed of all officers of the National Career Association as designated in Article IV, Section 1, and the JAGCA National Officer Advisor.

Section 2.

The JAGCA National Officers will meet immediately preceding the National Career Development Conference. Other meetings will be held, either in person, by telephone conference call, virtually, or as requested by the JAGCA National President with the approval of the JAGCA National Officer Advisor.

Section 3.

The JAGCA National Officers will be responsible for assisting in planning and conducting the annual National Career Development Conference and business session, as well as assisting in the annual JAGCA Plan of Work.

ARTICLE VII. Supervision

Section 1.

The JAGCA National Advisor will provide oversight of the National Career Association. The JAGCA State Advisor will be responsible for their state association. The JAG Specialist will serve as the JAGCA Advisor for each local chapter.

Section 2.

State Advisors to assist JAGCA's growth and development may be appointed as outlined in the JAGCA Policies and Procedures Handbook.

Section 3.

The JAGCA National Advisor will oversee JAGCA National finances with the support of the JAG National Finance Office, and seek input from the National JAGCA Officers. An annual budget will be created and submitted to the JAG National Leadership.

ARTICLE VIII. Parliamentary Authority

The rules contained in the current edition of **Robert's Rules of Order, Newly Revised**, will govern the organization in all cases to which they are applicable.

ARTICLE IX. Logo/Emblem and Colors

Section 1.

The official emblem and logo are described in the JAGCA Policies and Procedures Handbook. The manufacture, reproduction, wearing, or display of the logo/emblem will be governed by JAG National Leadership.

Section 2.

Emblems and logos will be uniform in all local chapters and state associations.

Section 3.

The colors of JAGCA are royal blue, red, and white. Official hex numbers and logos are made available in the brand hub on the JAG National Website.

ARTICLE X. Amendment

These Bylaws may be amended by a two-thirds vote at a meeting of the Delegate Assembly at the National Career Development Conference, provided

the amendment has been proposed by a JAGCA State Association, a Division, the JAGCA National Officers, or the JAGCA National Headquarters.

Proposed amendments must be submitted in writing at least ninety (90) days before the National Career Development Conference. All proposed amendments must be submitted by the JAGCA National Headquarters to the JAGCA State Associations at least forty-five (45) days before the Annual National Career Development Conference.