

NATIONAL JUNIOR HONOR SOCIETY KIRKLAND JUNIOR HIGH SCHOOL LEADERSHIP POSITIONS

Please give careful thought to becoming involved with the Executive Board of KJH Honor Society. The individuals who participate in this endeavor need to have a high interest level and dedication to making this year rewarding. In addition to the regular meetings, officers will be required to attend officers' planning meetings and must participate in the induction ceremony on February 23rd at 7:00 p.m.

Please read the following descriptions carefully. If you are interested, complete the candidate's statement and get the signatures of all six of your teachers. Return the form to Ms. McCarson **no later than 3:15 p.m. Thursday, September 24**. Elections will be held Tuesday, October 13th. Be prepared to introduce yourself and to promote your qualifications and goals with a one to two minute informal speech.

President:

- shares responsibility with the Advisor
- **types meeting agendas**
- runs the meetings
- represents Honor Society at all public events
- must be a ninth grader

Vice-President:

- in charge of hospitality
- writes meeting announcements
- assists President, Service Chair, and Scholarship Chair in their duties

Secretary:

- keeps minutes of the meetings
- keeps a permanent attendance record
- sends thank-you notes, etc.
- photographs events and creates chapter scrapbook

Service Chair:

- makes contacts for service projects
- creates schedule for coverage of these projects
- manages all other aspects of these projects

Scholarship Chair:

- updates community service bulletin board monthly
- **assists other officers in their duties**
- finds adult volunteers for induction ceremony (at least three weeks prior)

Candidate's Statement

Name:

Grade:

Office Desired:

Please describe why you would like to be an officer. Explain the experiences you have had or anything else that qualifies you for a leadership position. What would you like to accomplish this year with Honor Society?

Teachers' Recommendations

"I recommend this student for a leadership position in KJH's Junior Honor Society."

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.