

AMERICAN LEGION AUXILIARY
DEPARTMENT OF OREGON
DEPARTMENT POLICY - JUNIOR ACTIVITIES CHAIRMAN

Read the "Department Policy - All Chairmen".

1. Juniors are tomorrow's leaders and the future of the American Legion Auxiliary. Juniors must be kept active and interested and Units should be encouraged to appoint a capable, enthusiastic Junior Chairman who works well with children.
2. Juniors should be encouraged and helped to participate in programs of the American Legion Auxiliary. Their originality, ability and enthusiasm is unlimited and we have only to ask for their support and participation.
3. The Junior Activities Chairman with input from the Junior President will plan and execute a Fall Junior meeting, a Winter meeting and a Spring State Conference.

JUNIOR ACTIVITIES HANDBOOK

1. Units should be encouraged to use the Junior Activities Handbook as a guide for conducting activities for Juniors of all ages.
2. The Junior Activities Handbooks can be ordered from American Legion Emblem Sales or printed off of the American Legion Auxiliary website.

JUNIOR MEETINGS

1. Junior meetings will be a Fall meeting, a Winter meeting and a Spring State Conference.
2. The Junior President may call for additional days for special activities.

JUNIOR STATE CONFERENCE

1. Units should be encouraged to host the Junior State Conference. Requests should be sent to the Department Chairman early in the year as plans need to be finalized. All pertinent information relating to the Junior State Conference should be sent to all Units as soon as the chairman has all the information.
2. Location site shall be decided by the Department Chairman with the approval of the Department Junior President.
3. The Junior State Conference will be held in the month of April.
4. There will be a registration fee for the Junior State Conference. This amount will go to help with the costs of the hosting Unit.
5. Expenses for Junior State Conference awards are as per the Budget.
6. To conform to National, in order to have proper training and preparation to become active, productive Senior members, it is essential that they be taught the correct way to conduct a meeting, nominate and elect officers, and the responsibilities of each office, therefore, the officers of the Department Junior State Conference shall be elected and the Newly-elected Honorary Department Junior Officers shall preside at the Junior State Conference the year following. When elected, a Junior Officer must be paying dues as a Junior for the ensuing year in which she will serve. In order to run for any office, the Junior member:

- a. Must reside in Oregon.
 - b. Must have current dues paid.
 - c. All officers elected must be able to attend all meetings for the year they are elected, unless they have an excused absence prior to the meeting date.
 - d. All newly elected officers must give their name, address, email and telephone number to both the Department Chairman and the Department office.
7. Participation in the Junior State Conference is vital to the growth of the American Legion Auxiliary. Voting encourages participation and attendance at the Department Junior State Conference. Each Junior member attending the Department Junior State Conference shall have one (1) vote.
 8. All Honorary Department Junior Officers shall be considered a Delegate-At-Large and shall have one vote. Except for the Honorary Junior President who shall only vote to break a tie. Each nomination of an officer shall be followed by a ballot vote. If there is only one nomination, that person will take office by acclamation.
 9. In the event two (2) or more candidates are running for the same position, the candidate must be elected by a majority vote. Voting must continue until there is a majority.
 10. The Department Chairman shall appoint judges to judge Junior Entries for the various awards and an area should be provided for the Judges to perform their duties with some degree of privacy and quiet. The Judges shall be provided with a copy of the rules for each category being judged. The Judges will write notes on all entries so that the Junior girls know how they can improve for the next year.
 11. Names of the winners of the various categories shall be given to the Junior Activities Department Chairman so awards can be presented.
 12. It is suggested that the Department Vice President be asked to initiate new Junior Members and the Department President be the Installing Officer for the newly elected Junior Officers.
 13. Units should be reminded to bring a flag and Auxiliary pin for each Junior initiated from their Unit.

JUNIOR PROGRAMS

1. Juniors shall be encouraged to participate in all programs of the American Legion Auxiliary.
2. They shall be encouraged to make tray favors, scrapbooks, poppy corsages, place cards, nut/candy cups and other hand-crafted items.

MEMBERSHIP

1. The Department Junior Activities Chairman shall encourage Junior membership enrollment.
2. The Department Secretary/Headquarters staff shall provide the Department Junior Activities Chairman with a number count of juniors at mid-year and a year-end membership report.

TROPHIES AND AWARDS

1. Shall be presented annually as listed in the Department Awards List.
2. Personal awards may be given by the Junior Activities Chairman.
3. SEE THE JUNIOR ACTIVITIES HANDBOOK FOR ADDITIONAL INFORMATION.