

**Texas Junior Simmental Simbrah Association Director Application** (Email complete application and signed Code of Conduct to [TxJrSim@gmail.com](mailto:TxJrSim@gmail.com) by May 5)

\*These requirements are based on two-year terms and must be fulfilled both years of the term

**Requirements:**

- Must be 14 by January 1 of the year running for a Director and/or entering freshman year of high school of current year.
- Must be an active member of TJSSA for one year prior to applying and dues must be current at the time of submitting application.
- Must have participated in one (1) TJSSA State Futurity before applying
- Must turn in a complete Director application by May 5<sup>th</sup> including the following:
  - **Director General Information**
  - **Two letters of recommendations**
  - **Most recent resume**
  - **A signed copy of the TJSSA Director Guidelines AND Code of Conduct**
  - **Participate in a scored interview at the TJSSA State Futurity**

**Duties:**

- Must attend TJSSA Camp
- Must attend all TJSSA Board meetings, including conference calls
- Must attend the TJSSA State Futurity
- Must be an active member of AJSA and dues must be current
- Must Stay in contact with their Board of Directors and adult advisors
- Must be of good moral character
- Must represent the region which empowered them

**Financial Obligations:**

- Each Director is required to purchase their official dress (navy blazer, white button-down shirt, khaki dress pants, boots, red ties for males/ red wild rags for females)
- Each Director will be responsible for travel to and from all TJSSA events.

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**General Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_

Region: West East South (Please see map on website)

Will you run for "At-Large" Director if unsuccessful in the region? Yes No

How long have you been a TJSSA member? \_\_\_\_\_

Describe your participation in TJSSA:

**Why do you want to be a TJSSA Director?**

**Summarize other activities and interested you are involved in:**

**Note:** To apply for a director's position, you must have been an active TJSSA member for one year prior to applying and dues must be current. Applicants must be 14 years of age as of January 1<sup>st</sup> or entering freshman year of high school of current year. The candidate should be aware this is a two-year term. Candidates must first run for a position in their region. If the candidate is not successful, he/she will automatically be placed in the at large election unless otherwise indicated above.

# **Texas Junior Simmental Simbrah Association Board of Director Guidelines**

To be signed by each TJSSA Board of Director applicant with the understanding that a TJSSA Board member may be removed from service for violating any aspect of the guidelines. A signed copy must be emailed to [TxJrSim@gmail.com](mailto:TxJrSim@gmail.com) by May 5th.

## **Directors:**

1. A director is required to attend a minimum of two director meetings annually.
2. Directors will commit to work at the Junior Major Shows, as determined by the Board of Directors.
3. Directors will commit to work at the State Futurity, as determined by the Board of Directors.
4. Directors must attend Director's Camp
5. Directors must adhere to the TJSSA Code of Conduct
6. If a director fails to meet any of the requirements listed in the guidelines, he/she will be reviewed by the Board of Directors and may be removed from office by a two thirds vote of the board and/or will not be eligible to re-run the following year.

The Officers of the Association shall be President, Vice President, Secretary, Treasurer, Reporter, Historian, Parliamentarian, Past President

## **President:**

1. The President shall preside over all Association meetings, meetings of the Board of Directors, and meetings of the Executive Committee.
2. The President shall appoint all committees.
3. The President shall contact the State Futurity Cattle Show and Showmanship judges and secure a contract from each.
4. The President shall preside over the annual State Futurity Banquet.
5. The President shall chair the Executive Committee
6. The President shall have other duties and authority as determined by the Board of Directors.

## **Vice President:**

1. The Vice President shall in absence, disability, or inability of the President, perform the duties or exercise the powers of the President and shall perform other duties as the President or Board of Directors shall prescribe.
2. The Vice President shall chair the Show Rules and Ethics Committee
3. The Vice President shall have other duties and authority as determined by the President.

## **Secretary:**

1. The Secretary shall record all votes taken and the minutes of all proceedings in a Minutes Book of the Association to be kept for that purpose.
2. The Secretary shall keep a register of mailing address/email of each director, officer, and advisor of the Association.
3. The Secretary shall have other duties and authority as determined by the President.

## **Treasurer:**

1. The Treasurer shall work with the adult advisors to provide financial reports to the Board of Directors.
2. The Treasurer shall chair the Finance Committee
3. The Treasurer shall have other duties and authority as determined by the President.

**Reporter:**

1. The Reporter shall publicize Association activities, meetings, and special events.
2. Updates the social media pages
3. The Reporter shall chair the Membership/Publicity Committee
4. The Reporter shall have other duties and authority as determined by the President

**Historian:**

1. The Historian shall keep a record of the past and present activities of the Association.
2. Organize and prepare the yearly Association scrapbook.
3. The Historian shall chair the Exhibition Committee
4. The Historian shall have other duties and authority as determined by the President

**Parliamentarian:**

1. The Parliamentarian shall serve as an advisor and consultant to the President and members on procedural matters.
2. The Parliamentarian shall keep a copy of Robert's Rules of Order, the By-Laws, and the Official Show Rules.
3. The parliamentarian shall see that parliamentary procedure is carried on efficiently.
4. The Parliamentarian shall chair the By-Laws Committee
5. The Parliamentarian shall have other duties and authority as determined by the President

**Past President:**

1. Past President serves as advisor to the President and assists the Executive Committee where needed.
2. The Past President shall have other duties and authority as determined by the President

**A. EXECUTIVE COMMITTEE**

This Committee shall consist of the Past President, President, Vice President, Treasurer, and Secretary. The President shall serve as chairman. It shall be their duty to conduct the affairs of the Association between Director's meetings and carry out the instructions of the Board of Directors.

All adult Advisors shall be AD HOC members of the Executive Committee. As such they shall assist the committee in all areas of TJSSA activities. They shall assist the President in coordinating the TJSSA activities with the TSSA.

**B. EXHIBITION COMMITTEE**

This committee shall make recommendations pertaining to all youth activities and shows.

The Adult Advisor(s) assigned to this committee shall assist in coordination of the State Futurity, the Regional Classic, and the National Classic. This includes fund raising, development of rules and guidelines, transportation, and activity coordination.

**C. FINANCE COMMITTEE**

The Treasurer shall be the Chairman of the Finance Committee. The Committee purpose shall be the consideration of business, which involves the use of Association funds. The committee shall make recommendations to the Board of Directors regarding approval of an annual budget, preparation of periodic financial statements and the use of association funds.

The Adult Advisor to this committee should have a background or working knowledge of bookkeeping. The advisor shall assist the Treasurer with the development of an annual budget. The Advisor will also assist the Treasurer with preparing periodic financial statements. These statements shall be presented to the Junior Board.

**D. MEMBERSHIP/PUBLICITY COMMITTEE**

The Reporter shall be Chairman of this committee with the assistance of the secretary. The purpose of this committee shall be to recruit new members and to renew current members. They will provide membership data to other committees as needed. The reporter will be assisted by the secretary in promotion and publicity. The historian shall keep a scrapbook for the TJSSA.

The Adult Advisor to this committee shall assist the reporter and secretary to recruit new members. The advisor shall assist the reporter and secretary in planning and obtaining publicity for the TJSSA. These duties include advertising and membership publicity.

**E. SHOW RULES & ETHICS COMMITTEE**

This committee will review and make recommendations to the board of directors on the show rules and ethics of this association. They will aid in enforcing the rules set forth by the association.

**F. BY-LAW COMMITTEE**

This committee will review and make recommendations to the board of directors on the by-laws of this organization.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

## **Texas Junior Simmental Simbrah Association Board of Directors Code of Conduct**

*To be signed by each TJSSA Board of Directors applicant, with the understanding that a TJSSA Board member may be removed from service for violating any aspect of the Code of Conduct.*

### **During my term of service as a member of the TJSSA Board of Directors, I will:**

Be dedicated and committed to the TJSSA and the programs, policies, and decisions made by the TJSSA Board of Directors, officers, and adult advisers. Be willing and able to commit to the entire two-year term of office, and to travel independently as required in service to the TJSSA.

Accept direction from TJSSA officers and adult advisers regarding the policies, procedures, and decisions made by the Board of Directors and in keeping with the bylaws of the TJSSA. Attend all required TJSSA functions and fulfill duties and assignments given to me by the TJSSA officers and advisers.

Serve as an enthusiastic and positive promoter of the TJSSA and its members, board of directors, officers and advisers. Strive to become an effective public speaker and demonstrate the ability to carry on meaningful and enjoyable conversations with individuals of all ages and from all walks of life.

Ensure that my use of personal social media outlets is done so in an age-appropriate, clean and presentable manner. Use wholesome and appropriate language in all my communications.

Forego the use of alcohol, tobacco and illegal substances at all times during any TJSSA, AJSA, ASA, or industry-related events. Avoid places or activities that could in any way raise questions as to my moral character or conduct.

Conduct myself in a manner that commands respect and displays my respect for all TJSSA members, directors, officers, and advisers and projects a desirable image of the TJSSA at all times. Maintain appropriate dress and good grooming for all occasions. Avoid public displays of visible tattoos, excessive piercings, outrageous hair color, or style.

Seek and accept feedback on my performance as a member of the board of directors. Share constructive feedback in an appropriate and timely manner with other board members, officers, and advisers.

Maintain contact with fellow board members and the adult advisers. Respond quickly to all requests for information from fellow board members, officers, and advisers.

Work in harmony with fellow TJSSA board members, officers, and adult advisers and avoid participation in negative conversations that may be detrimental to others. Serve as a member of the team, always maintaining a cooperative attitude.

Applicant Signature: \_\_\_\_\_

Parent/Legal Guardian Signature: \_\_\_\_\_