



This is a program for members to follow to learn about the Junior Chamber and experience personal growth in a logical manner. Forms for the Springboard and Degrees programs are included in the forms section of [www.usjaycees.org](http://www.usjaycees.org).

**SPRINGBOARD**, designed for first-year members, is a tool for the chapter to activate new members, ensure that they have every opportunity to gain the benefits of membership, and are able to make a fully informed decision when it comes time to renew their membership.

**CERTIFICATION:** Upon completion of the Springboard requirements, including renewing dues, the new member should complete the Springboard Certification Form, ask the Chapter President to sign it, and mail it to the state office. This will certify the new member in the Springboard program. Once new members have completed the Springboard requirements, they will have earned their first three Degrees.

**DEGREES OF JAYCEES** continues where Springboard leaves off. Degrees of Jaycees is a career path for members, providing a logical sequence of events to be followed. By working through the various requirements spread across 10 degree levels, members will learn and grow in the Junior Chamber experience.

For the member, Degrees is a guide for personal growth. In addition, each member completing the Degrees of Jaycees program achieves the benefits of leadership training while directly affecting the experience of other members.

For the chapter, Degrees of Jaycees is a personnel management program which can be used toward the achievement of chapter goals through member participation. The chapter also gains increased visibility and influence within the community. The Degrees program is divided into three phases, as described below:

**Phase 1: INVOLVEMENT** — The first three degrees provide newer Jaycees with opportunities to experience orientation, training, community awareness, and sharing Jaycees. (see Springboard)

**Phase 2: EXPERIENCE** — Degrees four, five, and six are designed to let Jaycees use their experiences from the first phase to develop skills in activation, action, and recruiting.

**Phase 3: LEADERSHIP** — The last four degrees use the participants' training and leadership skills gained in the first two phases.

**CERTIFICATION:** When a degree has been achieved, members should complete a Degrees of Jaycees Certification Form, listing the degree and the activities completed. Chapter Presidents must sign the forms and send them to their state office.

**Note:** *Participants must complete one degree at a time. There are no retroactive items. Only degrees completed during the current Junior Chamber year are accepted.*



# Springboard Program CERTIFICATION FORM

*Congratulations on completing the USJC Springboard Program! A great step has been taken by learning about the Junior Chamber and becoming an active and productive member. The final step is to complete the information requested below. Give the completed form to the Chapter President to sign.*

***PLEASE RETURN THIS FORM TO THE STATE OFFICE.***

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Home phone \_\_\_\_\_ Work phone \_\_\_\_\_

Fax \_\_\_\_\_ E-mail address \_\_\_\_\_

Chapter name \_\_\_\_\_ Chapter number \_\_\_\_\_ State name \_\_\_\_\_

Chapter address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Chapter President \_\_\_\_\_

Home phone \_\_\_\_\_ E-mail address \_\_\_\_\_

## *ACTIVITIES COMPLETED (Must complete 18 requirements):*

### **MANDATORY (All requirements must be completed):**

- |  | <b><u>Date Completed</u></b> |
|--|------------------------------|
| 1. Attend 50 percent of the chapter's membership meetings. Missed meetings can be made up by attending the chapter Board of Directors meetings or meetings of another chapter. | _____                        |
| 2. Be able to recite the Jaycee Creed.   | _____                        |
| 3. Participate in a Speak-Up program.  | _____                        |
| 4. Recruit one new member.   | _____                        |
| 5. Serve as an active member of a community service/fundraising project.   | _____                        |
| 6. Attend a chapter new-member orientation.  | _____                        |
| 7. Renew membership in the Junior Chamber of Commerce.   | _____                        |
| 8. This item may be an activity decided by the chapter.  | _____                        |

### **OPTIONAL (Please list the 10 activities, determined by the chapter, that have been completed):**

- |           | <b><u>Date Completed</u></b> |
|-----------|------------------------------|
| 1. _____  | _____                        |
| 2. _____  | _____                        |
| 3. _____  | _____                        |
| 4. _____  | _____                        |
| 5. _____  | _____                        |
| 6. _____  | _____                        |
| 7. _____  | _____                        |
| 8. _____  | _____                        |
| 9. _____  | _____                        |
| 10. _____ | _____                        |

### *Academy Member Assigned to New Member:*

Name \_\_\_\_\_ Academy member's I.D. # \_\_\_\_\_

Chapter President's signature of verification \_\_\_\_\_



THE UNITED STATES JUNIOR CHAMBER®  
 Degrees of Jaycees  
 CERTIFICATION FORM

Revised 11/01

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Home phone \_\_\_\_\_ Work phone \_\_\_\_\_  
 Fax \_\_\_\_\_ E-mail address \_\_\_\_\_  
 Degree level \_\_\_\_\_ Date achieved \_\_\_\_\_  
 Chapter name \_\_\_\_\_ Chapter number \_\_\_\_\_ State name \_\_\_\_\_  
 Chapter address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Chapter President \_\_\_\_\_  
 Home phone \_\_\_\_\_ E-mail address \_\_\_\_\_

*PLEASE RETURN THIS FORM TO THE STATE OFFICE.*

List each activity and date completed to meet each requirement.

<u>Activities Completed</u>	<u>Date Completed</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

*In order to complete degrees 2, 4, 6, 8, and 10, the participant is required to recruit one new member and enroll the member in Springboard in addition to the above requirements. If the participant is certifying for one of these degrees, complete the information requested below.*

New member's name \_\_\_\_\_  
 Chapter name \_\_\_\_\_ Chapter number \_\_\_\_\_ State name \_\_\_\_\_  
 I.D. number \_\_\_\_\_ Springboard date \_\_\_\_\_  
 Chapter President's signature of verification \_\_\_\_\_



# THE UNITED STATES JUNIOR CHAMBER® DEGREES OF JAYCEES PROGRAM

Revised 11/01

## PHASE I / INVOLVEMENT

### 1st Degree:

(Members completing Springboard in the current program year are considered 3rd Degree and may go directly to 4th Degree.)

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 1st Degree.
2. Participate in a member development project. (\*) (\*\*)
3. Attend an orientation of chapter, state, and national structure and programs. (\*)
4. Be able to recite the Jaycee Creed.
5. Work on a chapter project.
6. Attend a chapter Chairman's Planning Guide preparation training session, or have a chapter member explain the CPG process.
7. Bring a prospective member to a chapter activity.

### 2nd Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 2nd Degree.
2. Participate in a second member development project. (\*) (\*\*)
3. Lead the Junior Chamber chapter in reciting the Jaycee Creed, Pledge of Allegiance, or Invocation.
4. Be an active committee member on a chapter project.
5. Attend a civic organization, local government, religious, or school board meeting with another Jaycee and report to the chapter.
6. Recruit one new member. Make sure he or she completes the Springboard Survey and is enrolled in the Springboard program. (\*)

### 3rd Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 3rd Degree.
2. Participate in a third member development project. (\*)
3. Attend a district, region, state, or national training session, forum, orientation, or meeting. (\*)
4. Attend a chapter orientation or training session.
5. Chair or co-chair a chapter project and complete the CPG process.
6. Be assigned to a new member in the Springboard program.

## PHASE II / EXPERIENCE

### 4th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 4th Degree.
2. Participate in a fourth member development project. (\*) (\*\*)
3. Attend a district, region, state, or national training session, forum, orientation, or meeting. (\*)

4. Conduct a Springboard orientation, either with a group or one-on-one.
5. Chair a chapter project and complete the CPG process.
6. Recruit one new member. Make sure he or she completes the Springboard Survey and is enrolled in the Springboard program. (\*)

### 5th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 5th Degree.
2. Participate in a fifth member development project. (\*)
3. Attend a district, region, state, or national training session, forum, meeting. (\*)
4. Visit an activity of another chapter.
5. Chair a chapter project or serve on the chapter's Board of Directors. (\*)
6. Be assigned to a new member in the Springboard program.

### 6th Degree:

1. Attend 50 percent of the chapter's membership meetings conducted while attaining 6th Degree.
2. Participate in a sixth member development project. (\*\*)
3. Attend a district, region, state, or national training session, forum, orientation, or meeting. (\*)
4. Lead and coordinate a visitation team to another chapter.
5. Chair a chapter project and complete the CPG process, or serve on the chapter's Board of Directors. (\*)
6. Recruit one new member. Make sure he or she completes the Springboard Survey and is enrolled in the Springboard program. (\*) (\*\*)

(\*) **MANDATORY REQUIREMENTS**  
(\*\*) **FORMERLY CALLED INDIVIDUAL DEVELOPMENT**

## PHASE III / LEADERSHIP

### 7th - 10th Degrees

For the 7th through 10th Degrees, the two requirements for each listed below are mandatory. In addition, five of the optional requirements should be completed. Three chapter activities may be substituted for three optional activities. Optional requirements may not be repeated for the completion of one degree.

### 7th Degree:

1. Conduct a new-member orientation.
2. Help a Jaycee advance one degree (not including Springboard).

### 8th Degree:

1. Organize and participate in a training program.
2. Recruit one new member. Make sure he or she completes the Springboard Survey and is enrolled in the Springboard program.

### 9th Degree:

1. Assist a new committee chairperson in completing the CPG process.
2. Help a Jaycee advance one degree (not including Springboard).

### 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 the Springboard Survey and is enrolled in the Springboard program.

## OPTIONAL REQUIREMENTS

### 7th - 10th Degrees:

1. Enroll as a member of the Leadership Academy.
2. Work on a chapter project.
3. Conduct a chapter training program.
4. Attend a future officers' training program and run for office.
5. Help a Jaycee advance one degree (not including Springboard).
6. Conduct a community service/fundraising project.
7. Conduct a chapter management project.
8. Conduct a member development project. (\*\*)
9. Serve on the chapter's Board of Directors.
10. Serve as a District Director, Region Director, state Program Manager, State Chairperson, or a state office not previously held.
11. Serve on the chapter's election committee.
12. Conduct a community service/fundraising project.
13. Conduct a member development project.
14. Participate in a statewide community service/fundraising program.
15. Participate in a statewide member development program.
16. Assist in preparing the chapter's annual report.
17. Participate in local, district, region, state, or national competition.
18. Serve as a judge for local, district, region, state, or national competition.
19. Assist in development OR mid-year evaluation OR year-end evaluation of the chapter plan.
20. Write an article for publication in a chapter, district, region, state newsletter or newspaper.
21. Become a PRIME trainer.
22. Conduct a new member orientation (for 8th, 9th, or 10th Degree).
23. Conduct an old member orientation.
24. Propose and chair a new chapter project.
25. Serve as a committee chairperson.
26. Attend a district, region, state, or national training session, forum, or meeting.
27. Visit another chapter.