

Senatorship Presentation Procedure

One of the highest honors that a Jaycee can receive is a Senatorship. Through proper planning, preparation, and execution, the event will be exciting for everyone involved.

Planning

When planning to present a Senatorship, allow sufficient time to get the forms submitted and approved. It takes six to eight weeks for processing. Plan to have the submission turned in no less than 2 months prior to presentation. The sooner the submission is made the better. Budget for this award, Senatorships are not cheap, the cost is \$300.00 submitted to the JCI, \$75.00 to the U.S. Jaycees, and \$25.00 to the Montana JCI Senate. The fees are broken down like this; the money sent to the JCI is used to pay the lifetime dues in that organization. The fees sent to the U.S. Jaycees are processing fees. The money sent to the Montana JCI is for the recipient's first year dues in the U.S. JCI and the Montana JCI Senate. That money also covers the enrollment costs such as badges and such. After the first year the recipient is responsible for his/her own dues to the local and national organizations.

Preparation

Preparation for the presentation is just as important as the planning. Select the presenters early on in the process. Use a written script to avoid a wandering presentation. Practice the presentation as you would any speech. Be enthusiastic, this is a big event in any Jaycee's life, let the people know why the recipient deserves this honor. Limit the number of presenters to avoid taking too long. Common practice is for two people to present. If the family is to be involved, stress the importance of secrecy, loose lips sink ships. Inform them early enough to allow them to plan their attendance if travel is necessary.

Execution

When the date of presentation arrives, be sure to make arrangements with the necessary people for the presentation. Don't assume anything. Find out when the Senatorships will be presented during the awards banquet. Talk to the Executive VP and find out when the Senators portion of the program will be. Make arrangements with the Montana JCI Senate president to give out the award. If multiple Senatorships are slated to be given out it is usually first come, first served order of presentation. Be ready when it is your turn. Let the Senate president know who to call on for purposes of presentation. Write down this information and give it to the Senate president before the banquet.

By following these guidelines, the presentation of a Senatorship will be easier, less confusing, and more enjoyable for everyone involved.

Resources

U.S Jaycee Website: www.usjaycees.org

Montana JCI Senate Website: www.mtjcisenate.org