

THE GFWC JUNIORETTE MEMBER AND CLUB

MEMBERSHIP ADVANCEMENT PLAN

2024-2026 GFWC CLUB MANUAL

**"DO YOUR LITTLE BIT OF GOOD WHERE YOU ARE;
IT IS THOSE LITTLE BITS OF GOOD PUT TOGETHER
THAT OVERWHELM THE WORLD." ARCHBISHOP
DESMOND TUTU**

One is never too old, and one is never too young to make a difference. GFWC's Junioresettes are examples of how the call to do community service can be answered at any age.

A Junioresette Club offers its members the following opportunities:

- To contribute to a meaningful community life
- To learn the pleasures and rewards of working with a group
- To develop leadership skills
- To become aware of community problems and how they could be remedied
- To learn how to become advocates through civic engagement

The GFWC Junioresette Membership category was introduced during the 1966-1968 Administration of GFWC International President Carolyn Pearce (GFWC Florida), who stated, "I can think of no better means of assuring the continuity of Federation work and influence for community good that we represent than by encouraging the formation of GFWC clubs for Junioresettes."

According to GFWC Bylaws, Junioresette Clubs are comprised of young students in middle schools, junior high schools, and high schools.

Junioresettes have school, extracurricular activities, and social lives to juggle, but they find time to make positive changes in their communities. Look for GFWC posts where project suggestions for the Junioresette age group and their club advisors will be shared.

Experience has shown that each club is unique. GFWC Clubs have sponsored and organized their clubs with different types of membership:

- Some note that their Junioresette Club is more successful when organized for either a middle/junior high school or high school club, but not both. This is due to differences in interests, abilities, and maturity.
- Others indicate that their Junioresette Club is more successful when organized, combining middle/junior high schools with high schools. Putting the two age groups together does more to develop leadership as the older "seasoned" students mentor the younger students. The younger students gain more confidence knowing a high school student is willing to befriend and mentor them in club work.



GFWC
est. 1890
**GENERAL FEDERATION
OF WOMEN'S CLUBS**

**2024-2026
JUNIORETTE CHAIRMAN**

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SPONSOR A JUNIORETTE CLUB

Federating a Juniorette Club requires a commitment from a sponsoring club, which must be an active GFWC Woman's Club or Junior Woman's Club in good standing, and a dedicated member to serve as a club advisor. It is required that sponsoring club members accompany Juniorette Club representatives to all levels of GFWC meetings, including State Federation, Region, and/or GFWC.

GFWC JUNIORETTE LEADERSHIP CERTIFICATION



GFWC has initiated a six-month certification program in which Juniorette Clubs may participate. The intent of the certification program is to allow all members to obtain additional leadership skills at the club level, through their GFWC experience. Clubs would participate each month in six of the eight categories. More information and Form of Intent can be found in the GFWC Member Portal, Digital Library in the "Junior & Juniorette" folder.

FEATURED PROJECTS



JUNIORETTE PLAN MEMBERSHIP EVENT

GFWC Dominion Juniette Club (VA) demonstrated leadership skills in planning a membership event. The girls arranged the event and planned to give an informative presentation about the club. Each member had an opportunity to contribute to the presentation, some preparing the PowerPoint and some speaking. They explained what the club did and the fun they had while completing projects to ignite interest in joining the club. Only minor guidance from the sponsoring club was given to these girls early on.



ESO PROGRAM - CAJUN NIGHT BEFORE CHRISTMAS

GFWC Mississippi Juniette Diamonds (MS) at their December meeting, had an advisor dressed in Cajun attire and read in Cajun dialect the book, "Cajun Night Before Christmas," from the GFWC Mississippi ESO Reading List. Papa Noel, a character from the book, made a surprise visit and handed out treats to everyone in attendance.



BABY SUPPLY DRIVE FOR EARLY HEAD START

The GFWC A.L. Brown Juniettes Club (NC) partnered with the Early Head Start center in their community. The club created a drive for students to donate items needed by the center. Collection bins were placed around their school for 4 weeks, and donations were delivered to the Early Head Start center.



MANGROVE RESTORATION

The GFWC Juniette Club of Jupiter-Tequesta (FL) volunteered to help restore mangroves at Tarpon Cove in Palm Beach. They planted red mangroves and spartina grass, partnering with the County Environmental Resources Management and MANG, an environmental apparel company, in working for the restoration of their coastal ecosystems as well as to educate future generations.

HOW TO FORM A NEW JUNIORETTE CLUB

PART 1. GETTING STARTED - BEFORE YOUR FIRST MEETING

The age range of potential Juniorette Club members will determine where and how to recruit prospective members.

Potential members might be:

- Children or grandchildren of club members.
- High school students with a community service requirement for graduation.
- Those looking for scholarship opportunities through clubs, Districts, or State Federations.
- Young people responding to volunteer opportunities posted on the club website.

Potential members might be recruited through the assistance of:

- Using Social Media.
- Post in the school paper.
- Teachers and school administrators.
- Home school groups.
- Local business leaders.
- Referrals sent from GFWC Headquarters.

Another membership recruitment strategy:

- Like other society clubs at schools where students are selected to join, send potential members an invitation letter stating that they have been "selected" to join the Juniorette Club. One successful club's advisor states, "This has increased their membership because students see that it is an honor to be a member."

Finally:

- Remember that "Juniorettes come in pairs."
- Encourage initial contacts to provide additional names to grow a list of potential members.
- Do not limit membership to one school; consider recruiting members in all public, private, and home school groups in the area.

Typical platforms Juniorettes use to communicate are Instagram, TikTok, Snapchat, and Facebook with the majority of teens using TikTok and Instagram. Remember platforms most often used by club advisors and keep them informed. These can be used as communications or for club meetings.

Juniorette social media pages are beneficial as a recruitment platform for potential Juniorette members. They can reach Woman's Clubs and Junior Woman's Clubs, as well as community, business, and municipal leaders that typically use Facebook and other popular social media platforms.

Juniorette Clubs are established by the same method as other GFWC clubs. However, the sponsoring GFWC club and advisor are key components of the club's formation, development, and success.

THE ROLE OF THE SPONSORING CLUB:

- Accepts responsibility for ensuring the success of the Juniorette Club.
- Serves as a model of leadership, cooperation, and understanding.
- Ensures that the Advisor of the Juniorette Club is also included in the sponsoring club's Directors and Officers Liability Insurance Policy.

- Understands that homework and school activities come first.
- Provides guidance and advice when asked or needed.
- Allows Juniorette Club to assume and practice as much autonomy as possible.
- Keeps lines of communication open.
- Assumes some (optional) financial obligations, including:
 - Providing seed money to organize the club and/or support club projects,
 - Paying for or providing the club's liability insurance, if not included in sponsoring club's policy,
 - Assisting the club in establishing an annual budget and opening a bank account
 - Providing other financial assistance as needed.

THE ROLE OF THE CLUB ADVISOR(S):

- Attends all Juniorette meetings and activities.
- Is a member of the Sponsoring GFWC Club and knows about GFWC and the State Federation.
- Serves as a model of leadership, cooperation, and understanding.
- Works to ensure the progress and development of the Juniorette Club.
- Provides guidance and advice on an ongoing basis.
- Encourages the Juniorette Club to assume and practice as much autonomy as possible.
- Understands the principles of leadership and helps meetings run smoothly.
- Serves as a liaison between the sponsoring club and the Juniorette Club.
- Enjoys mentoring young people and is patient and flexible.

THE ROLE OF THE JUNIORETTE CLUB MEMBERS:

- Attend meetings.
- Participate in projects.
- Promote membership in the club.
- Are positive and enthusiastic about the club.
- Commit to developing leadership skills to expand the club's impact.

LAYING THE GROUNDWORK OF THE JUNIORETTE CLUB:

Begin with a core group of potential members:

- Bring 3 or 4 girls together with the club advisor and one or two sponsor club members for an exploratory meeting to determine interest. Check the number required to start a club in your state's bylaws.
- Brainstorm ideas for where and how to find other interested Juniorette members.
- Encourage prospective members to make lists of friends/acquaintances to invite to the first "meeting."

The sponsor club is responsible for organizing the first few gatherings of potential Juniorettes, including:

- Time and place:
 - Make sure the meeting doesn't conflict with exams or major school activity (prom, big football game, vacation, etc.).
 - If the meeting is to be held in school, check with school administration regarding any requirements or restrictions.
 - The meeting place conveys a message about the club; select a neutral, easily accessible

- public facility.
- If the meeting is held on a weeknight, consider adjourning early enough for a "school night."
- Invitations:
 - Can be hand-written, computer-generated, sent by email, announced on posters, advertised in school newspaper, telephoned, evite, Facebook, etc.
 - Keep the invitation friendly, informative, and brief.
 - Be sure to include "bring your friends."
 - Include a "hook" that will appeal to potential members, such as "we need your help to (mention potential project)" or "let us help you graduate (if community service is required for graduation)."
 - Include the phone number and email address to RSVP.
- Refreshments are absolutely necessary!
- Sign-in sheet/name tags/handouts:
 - Sign-in sheet should include:
 - Name
 - Address
 - Phone number
 - Email

PART 2. READY, SET, MEET!

FIRST MEETING: KEEP IT SHORT, SIMPLE, AND SATISFYING

- 90 minutes for the entire meeting is about right - it shouldn't be longer.
- 10-minute welcome/introduction of all present.
- Possibly include an icebreaker: everyone wearing blue sits together, red, green etc.
- 20 minute "orientation." No Longer!.
 - Brief explanation of GFWC.
 - Brief description of program areas, including examples of club activities in each area that will appeal to Junioresettes.
 - Brief introduction of officer's roles and duties.
 - If sponsor club officers are present, each one can briefly address her responsibilities.
 - Brief discussion about club, State, and GFWC dues.
 - Dues convey voting rights and representation at all levels of the Federation.
 - Dues provide eligibility for awards and recognition at the national level.
 - Dues enable the club to receive all materials and information from the State and National Federation.
 - Dues support the national and international mission of GFWC
 - Junioresette club sets its own dues.
- 15-20 minutes for Questions and Answers.
 - Could go longer if enthusiasm and interest warrant.
 - It might help to have a "plant" in the audience who is prepared to get the ball rolling by asking the first question, if necessary.
- 5 minutes for declaration of intent to form a club.
 - Explain and ask for a motion indicating the desire of the group to form a new GFWC Junioresette club.

- 5-10 minutes to establish time and place for a second meeting.
- Organize communications committee for follow-up and reminders.
- Emphasize "bring a friend" to the next meeting.
- 30 minutes for refreshments and informal Q&A.

SECOND MEETING: LET'S GET ORGANIZED

- Advisor plays an important role at this meeting by providing guidance and advice on procedural issues – and brings refreshments!
- Prior to the meeting, the advisor consults with the core group to establish an agenda for the meeting.
- The communications committee is informed about the agenda prior to calling potential attendees.
- Advisor opens the meeting with a welcome to returning attendees and, hopefully, first-timers.
- Advisor distributes copies of the Juniorette Pledge to recite together.
- Introductions/Icebreaker:
 - Icebreaker to split up and/or avoid cliques (i.e., first names starting with A-G sit together, H-P, Q-Z).
 - Name tags should be used.
- Elect officers: President, Vice President, Secretary, Treasurer
 - Advisor needs to have brief descriptions available of responsibilities of each position.
 - Advisor should know and explain proper parliamentary procedure for nominating/electing officers.
 - Check state bylaws for the minimum number of club members.

THIRD MEETING: GET DOWN TO BUSINESS

- President opens meeting with a welcome:
 - Group recites Juniorette Pledge.
 - New members/guests are introduced.
- Bylaws are presented:
 - Discuss bylaws.
 - Adopt bylaws by majority vote.
- Collect dues:
 - Advisor and Treasurer will open a bank account.
- Survey the interests and abilities of members:
 - Brainstorm types of activities members are interested in pursuing. Every idea is an idea to consider.
 - Be reasonable and realistic: consider time and money constraints.
 - Narrow down suggestions to 3 or 4 real possibilities.
 - Vote.
- President asks for (or appoints) volunteers to form a committee to start organizing the first project.
- President asks for (or appoints) a Communications Committee:
 - Committee will contact members to remind them of the next meeting and any assignments or things needed for the meeting.
- End meeting with refreshments/social time.

PART 3. WHAT DO WE NEED TO KNOW?

THE SPONSOR CLUB MUST BE AN ACTIVE GFWC WOMAN'S OR JUNIOR WOMAN'S CLUB

- A committee of knowledgeable GFWC clubwomen will serve as advisors.
- Sponsor club members are required to accompany all Juniorette Club representatives to District/State/International GFWC meetings if Junioresettes attend.

THE GFWC SPONSOR CLUB PROVIDES AN ADVISOR WHO:

- Attends all Juniorette meetings and activities.
- Has familiarity with the parliamentary procedure to help meetings run smoothly.
- Is a member of the sponsoring club and knowledgeable about GFWC and the State Federation.
- Serves as a liaison between the sponsor club and the Juniorette Club.
- Gives a monthly Juniorette report at the sponsor club's monthly meetings.

FINANCIAL OBLIGATIONS OF THE SPONSOR CLUB ARE OPTIONAL AND CAN INCLUDE:

- Sponsor club can help Juniorette Club establish an annual budget.
- Sponsor club can assist Juniorette Club in mechanics of establishing a club bank account.
- Sponsor club can provide "seed money" to help Juniorette Club get started on a project or program.
- Juniorette Clubs are NOT automatically covered by the sponsoring club's liability insurance.
- Juniorette Clubs should carry their own club liability insurance. The sponsor club may choose to cover the cost of this insurance for the first year or two while the Juniorette club gets on its feet.

JUNIORETTE CLUBS RECEIVE ALL MATERIALS AND MAILING SENT TO ACTIVE GFWC MEMBER CLUBS*

- The Juniorette Club president promotes the GFWC *Clubwoman Magazine* located in the Member Portal.
- The Juniorette Club receives every GFWC "all club" mailings.*
- The Juniorette Club is eligible to receive any free GFWC materials.
- The Juniorette Club may apply for GFWC grants.
- The Juniorette Club members are encouraged to subscribe to GFWC *News & Notes*.

**Clubs must provide GFWC with contact information to receive mailings.*

DUES

- Per capita annual GFWC DUES for Junioresettes are \$10.



PART 4. JUNIORETTES AND GFWC

The Juniorette Club becomes a member of the GFWC state federation. It is the responsibility of the state federation to forward the dues payment and Juniorette Club information to GFWC as soon as the club joins the state federation.

When the Juniorette Club information, including dues, is received at GFWC:

- The Juniorette Club becomes a member of the General Federation of Women's Clubs.
- The Juniorette Club is entered into the GFWC database.
- The Juniorette Club will receive a certificate of membership, a letter of welcome from the GFWC International President, and the GFWC New Club Welcome Packet.
- The New Club Welcome Packet includes a welcome letter and certificate, GFWC brochures, Member Portal Flyers, and other resources of value to a new club. They can also be added to the mailing lists for GFWC *Clubwoman Magazine*, *News & Notes*, and other special messages.*
- The Juniorette Club president will be able to download the GFWC *Clubwoman Magazine* through the GFWC website and the Member Portal.
- The Juniorette Club will receive all mailings sent to GFWC clubs.*
- The Juniorette Club will receive voting credentials for the GFWC Annual Convention.

**Clubs must provide GFWC with contact information to receive mailings.*

IMPORTANT INFORMATION

ADVICE FOR ADVISORS

(Adapted from Points of Light Foundation)

1. Make sure Junioresses are involved in the planning process right from the start.
2. You are a role model; Junioresses will reflect what you teach them.
3. Consider the opinions and feelings of Junioresses seriously; be willing to learn from them.
4. Keep your promises.
5. Consider the situations Junioresses have to deal with: transportation, schoolwork, and outside activities.
6. Be upfront, fair, and honest; they don't expect you to be perfect.
7. Communicate: ask questions and listen to the answers.
8. Clearly explain expectations.

CLUB BUILDING BASICS

- Choose club name
 - Remember: club name must include GFWC.
 - Name of club conveys a message about the club.
- Decide on permanent meeting place, if possible.
- Establish meeting schedule (i.e., once a month, twice a month, etc.)
- Establish meeting time.
- Establish dues amount (include GFWC and State dues.)
- Start discussing potential projects and programs.

- Introduce and refer to GFWC and state programs and projects
- Ask each member to come to the next meeting with suggestions
- End meeting with refreshments/social time

SOMETHING TO CONSIDER:

In some communities, it may make sense to organize a Juniorette club in conjunction with the local middle or high school or hold your meetings in the school. In that case, it is **MANDATORY** that you contact the appropriate school administrators as your first step. Write a letter or pay a personal visit to the person at the school who is responsible for coordinating student/school activities. Find out what requirements you need to meet to use school facilities. Emphasize that GFWC clubs—and the Juniorette club—are involved in community service, volunteerism, and leadership training, with supervision provided. To coordinate a Juniorette Club through a school, be aware that the school may have specific requirements for the club, such as depositing club funds into school accounts. Be sure to include GFWC brochures in an initial letter of introduction or during an initial visit.

Required forms for Club Members, Chaperones, and Advisors shall be completed and signed by the appropriate person. These forms shall be held in the member's file for easy access as needed.

- Juniorette Membership Application
- Juniorette Chaperone Form
- Juniorette Agreement Form
- Juniorette Permission/Medical Authorization & Release
- Juniorette Medical & Insurance Questionnaire
- Juniorette Photo Release

PROJECT IDEAS

TEEN DATING AWARENESS AND PREVENTION:

Organize a Teen Dating Violence Prevention event in February for Teen Dating Violence Awareness Month. Members can make posters and display them throughout their school. As a way to promote healthy teen relationships, they can organize special emphasis days at school.

DONATION BOXES FOR PROJECTS:

The school can be a highly visible and convenient place to accomplish its projects. Donation boxes can also be put in churches and local businesses. Talk to your school to set up donation boxes and consider some of these great projects:

- Organize a donation drive for the local food bank.
- Collect winter coats for the homeless.
- Start a book drive for the local library, hospital, school, or relevant charity of choice.
- Collect toiletries for the area women's shelter.
- Have a holiday toy drive for children from low-income families.

VISION BOARDS:

Have members create vision boards as a tool to inspire them to focus on their goals and dreams in life. Information on creating a vision board can be found in the Member Portal, in the Digital Library.

OTHER GROUP PROJECTS

Besides projects that involve donations, there are many more ways that teenagers can make a difference in their communities.

- Organize a car wash (or dog wash!) for a cause.
- Host a charity bake sale.
- Contact the local senior center or nursing home to learn how you can brighten residents' days, maybe by reading to them, etc.
- Create care packages for the homeless shelter.
- Do a run/walk charity event.
- Read to younger children in after-school programs.
- Volunteer at the local library to assist with their special events and book sales.

Juniorettes are trailblazers in their age group and show how community service is an important and worthwhile commitment. There are countless ways that they can give back to their communities, and they are doing just that! We hope some of these ideas spark your interest and become your next project.

AWARDS AND RECOGNITIONS

- State Juniette Advisors should send statistical data to the State Reporting Chairmen for inclusion in the State Statistical Forms.
- Exemplary Juniette projects, when applicable, may be included in the GFWC Top Ten Projects within respective work areas.
- Juniette Clubs that submit a report to the State Federation should submit the Juniette Recognition Form to the GFWC Juniette Chairman for recognition at the GFWC Annual Convention.

For additional information, contact GFWC Juniette Chairman Darlene C. Adams at darlenecadams.gfwc@gmail.com.

RESOURCES:

A Starting Point www.astartingpoint.com

Youth.gov www.youth.gov