

# **The National Bowling Association**

## **Senate Junior Council Program**



## **Introduction**

The National Bowling Association Junior Council Program is our signature youth leadership development program. Its purpose is to educate TNBA Junior Members in the philosophy and objectives of the National Bowling Association, Inc. We encourage all Senates to institute this program on a local level.

Following is an outlay on recommended program parameters, structure and objectives.

## **Purpose and Objectives**

- Foster the spirit of good Sportsmanship, Fellowship, and Friendship.
- Educate TNBA Youth Members on the philosophy and objectives of The National Bowling Association, Inc.
- Introduce TNBA Youth Members to the operation, administrative procedures, and various programs of their local Senate and The National Bowling Association, Inc.
- Build membership and involvement in Junior Council and any supporting activities.
- Represent the class of TNBA Youth Members so that their views are incorporated in the planning of the TNBA Junior Program.

## Senate Level Junior Council

Each Senate shall appoint an adult to act as the Junior Council Advisor.

### 1. The Advisor

- shall be youth oriented.
- shall be willing to work with the Junior Council to achieve their goals and objectives.
- shall conduct a meeting for the election of a Junior Council President and guide the President through the continuing election of, i.e.

Vice-President  
Secretary  
Treasurer  
Sergeant-At-Arms  
Chaplin

- shall provide these officers with a description of their duties, and procedural guidelines on how to conduct a meeting.
- shall arrange a time and place for the Junior Council meetings.
- shall extend an invitation to join the Junior Council to all TNBA Junior Bowlers sanctioned through their Senate (**recommended minimum age is 13**)
- shall at the first meeting of the Junior Council explain the TNBA Junior Programs and the purpose of the Junior Council
- shall conduct workshops in the operation and administrative procedures of the Senate's Junior Bowling Program that will enable the Junior Council to be qualified assistants, and
- shall at the earliest opportunity make arrangements for the Junior Council Members to attend a Certified Coaches Training Clinic and/or a session in leadership oriented programming.

## **2. JUNIOR COUNCIL MEMBERS**

There shall be no minimum number to constitute a JUNIOR COUNCIL for each SENATE. The JUNIOR COUNCIL MEMBERS:

- Shall be sanctioned TNBA youth bowlers.
- Shall have attended a Certified Coaches Training Clinic or a session in Leadership Oriented Programming.
- Shall be responsible youth
- Shall be able to identify with others and be liaison for the Advisor and the Junior Bowlers and
- Shall be interested in the programs and willing to help in the planning and conducting of the season's activities.

## **3. SERVICES**

The Junior Council Members may be appointed to serve on various committees of the Junior League/Program

- Junior Council members may assist in the operation of the Junior Bowling sessions
- Membership
- Fundraising
- Community Service
- Technology
- Other committees may be formed as needed and/or required

## **POLICY FOR THE SENATE JUNIOR COUNCIL**

JUNIOR COUNCIL PROGRAM OF THE \_\_\_\_\_ SENATE.

### **1. NAME**

The organization shall be known as the Junior Council of The \_\_\_\_\_  
\_\_\_\_\_ Bowling Senate of the National Bowling Association, Inc. The  
organization shall meet \_\_\_\_\_ times a season with a minimum of four (4)  
meetings.

### **2. OBJECTIVES**

- A. To introduce Junior Council Members to the operation, administrative procedures and various programs of the Senate and the National Bowling Association, Inc.
- B. To plan and/or assist the Junior Council Advisor in planning and conducting the season's activities for the Senate's Junior Bowling Program.
- C. To serve as committee members of the Senate.

### **3. PURPOSE**

- A. The Junior Council is formed to educate, train and encourage youth to become aware, interested and involved in the operations of their Senate and the National Bowling Association, Inc.
- B. This organization shall be governed by the TNBA Junior Program rules and regulations. The Junior Council may enact and enforce rules and regulations which are not in conflict with the objectives, rules and regulations of the National Junior Program.

#### 4. The Senate Junior Council

A. *The \_\_\_\_\_ Senate Junior Council members shall be a minimum of thirteen (13) years of age or older as of August 1 of the current season.*

B. Each Junior Council Member shall have attended a Certified Coaches Clinic or worked in a leadership oriented program for at least one (1) year.

#### 5. OFFICERS

A. The Junior Council Officers shall be elected for a term of one (1) year at the Annual Meeting held prior to or at the beginning of the current season. To be eligible for election, a candidate shall be an active member of the Junior Council and sanctioned in the Junior Bowling Program of the National Bowling Association.

|                                    |                  |
|------------------------------------|------------------|
| B. The elected officers shall be : | President        |
| .....                              | Vice-President   |
| .....                              | Secretary        |
| .....                              | Treasurer        |
| .....                              | Sergeant-At-Arms |
| .....                              | Chaplain         |

#### 6. DUTIES OF THE OFFICERS

**President:** The President shall preside at all meetings of the Junior Council, appoint committee chairpersons, and shall be responsible for the enforcement of the purpose and objectives of the organization.

**Vice-President:** The Vice-President shall preside at all meetings in the absence of the President, perform the duties of that office and shall discharge such other duties as may be assigned.

**Secretary:** The Secretary shall perform the duties assigned by the President:

- shall notify the Senate Secretary and Junior Coordinator in writing, the name and address of the Junior Council Members and a copy to be maintained.
- shall keep an account of the proceedings of all meetings. Said records shall at all times be available to and the property of the \_\_\_\_\_ Senate Junior Council; and

- shall conduct all correspondence.

**Treasurer:** The Treasurer shall receive and acknowledge the money or property donated or paid, keep an account of all receipts and disbursements and shall present a report of all financial transactions at each regular meeting;

- shall maintain a current financial statement that is available upon request by the Senate; and
- shall, within 14 days, make or cause to be made , deposits of money received in accordance with the rules of the Senate. Subject to withdrawal on the signature of the Treasurer, President and Junior Council Advisor.

**Sergeant-At-Arms:** The Sergeant-At-Arms shall maintain order at the meetings;

- shall see that all members present have signed an attendance sheet that is deposited with the secretary at the end of the meeting; and
- shall assist with the balloting of votes.

**Chaplain:** The Chaplain shall open or close the meetings or do both with a prayer, or shall perform this duty in the manner set by the Advisor and Members.

## 7. Meetings

The Junior Council of the \_\_\_\_\_ Senate shall meet

\_\_\_\_\_  
(list months and/or dates).

## 8. Quorum

A majority of the members of the Junior Council including alternates of the \_\_\_\_\_ Senate Junior Council shall constitute a quorum.

- Each regular member shall be entitled to one (1) vote. In the absence of the regular member, the alternate will vote.



## **9. The Junior Council members shall**

“Strive to grow in new directions: Respect the past and learn its lessons: with this awareness, inquire and explore new ideas and areas: and take time to give of yourselves, your talents, abilities, devotions and convictions so that you may contribute to the continuing growth of mankind” through

**\* SPORTSMANSHIP \*FELLOWSHIP \*FRIENDSHIP**

**SPORTSMANSHIP ∞ FELLOWSHIP ∞ FRIENDSHIP**

**JUNIOR COUNCIL  
APPLICATION FOR MEMBRSHIP**  
League \_\_\_\_\_

Name \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

City & State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Name of School \_\_\_\_\_ Grade \_\_\_\_\_

Name of Bowling Establishment \_\_\_\_\_

Name of League \_\_\_\_\_

My son/daughter has permission to participate in the Junior Council Program. I understand that he/she will be involved in the activities listed in the Senate Junior Council Program Handbook.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Phone of Parent/Guardian \_\_\_\_\_ Email Address \_\_\_\_\_

Signature of League Coach \_\_\_\_\_ Date \_\_\_\_\_

League Coach Address \_\_\_\_\_ Phone \_\_\_\_\_

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

*The National Bowling Association, Inc.*  
*Junior Council Program*

**Getting Started**  
**A Model for Success**

Every journey begins with the first step.

The Junior Council Program Handbook gives the purpose and organizational structure. It is the first step of the journey. Please read it thoroughly.

This model is intended to get you off to a good start on your road to a successful Junior Council Program. It is not intended to be a directive on how your program should operate but, instead it's designed to encourage action and growth. This model will hopefully give ideas on how to implement an active and progressive program that works within your Junior Program and Senate.

Let's begin;

For any organization to survive and grow it must have programs in place to foster future leaders, increase membership and a shared knowledge of its principals and beliefs. For the TNBA one of those programs is the Junior Council. The program operates on two levels, local and national.

First and foremost I ask that you keep the following GOAL in mind as you travel along this journey.

“To educate, train and encourage youth to become aware and involved in the operation of their local Junior Program, Senate and TNBA”.

Level 1: Local Junior Council Program

- **Appoint an Advisor.**

The Advisor is the one that initiates your program and coordinates the activities. The Advisor should have a good understanding of the purpose and objectives of the Junior Council Program. The Advisor should be someone that knows TNBA's history and accomplishments. The Advisor should be someone that has an understanding of the operations of TNBA. The Advisor should be someone that can instruct the juniors in the operation, administrative procedures and the various programs of the National Bowling Association Junior Program. The Advisor should be someone that works well with youth and has good organizational skills. The Advisor should be able to instruct the members in

holding meetings, parliamentary procedures etc. The Advisor shall have each Junior Council member fill out the '**Application for Membership Form**' in the Junior Council Program Handbook. This form is to be held by the Advisor. See the Junior Council Program Handbook for more specifics.

The Advisor should also make available a copy of the TNBA National Junior Program handbook available to each council member.

- **Elect Officers**

Think of your Junior Council Program as a Junior Senate. At a minimum the office of President, Vice-President, Secretary and Treasurer should be established. The Advisor should guide the juniors through the nomination and election process. See the Junior Council Program hand book for more specifics.

- **Form Committees**

The Junior Council Members may be appointed to serve on various committees of the Junior League/Program

- Junior Council members may assist in the operation of the Junior Bowling sessions
- Membership
- Fundraising
- Community Service

Other committees may be formed as needed and/or required

It may be helpful to appoint an adult to chair each committee.

- **Coach Certification**

As recommended in the Junior Council Program Booklet, have your Junior Council Members attend a Certified Coaches Training Clinic.

- **Senate Meeting**

Have Junior Council Members attend at least one Senate meeting annually. This is an excellent opportunity for the juniors to learn about Senate and TNBA business. This should also provide an opportunity to learn how to hold meetings and parliamentary procedure.

- Other

Some other suggestions might be to have the junior council create their own website (properly supervised by the Advisor). Submit articles about accomplishments of their junior league and junior council for publication in the Quarterly TNBA Bowler Magazine. Wear shirts that identify them as Junior Council Members (i.e. \_\_\_\_\_ Senate Junior Council). Order Junior Council Chevrons and apply them to the shirts. Send email to [jwcmc12@aol.com](mailto:jwcmc12@aol.com) to order chevrons or mail request to John W. Collins, 191 Victory Dr., Pontiac, MI 48342.

## Level 2: National Junior Council Committee

- **National Junior Council Committee Representative**

All Junior Council Members (High School Junior or greater) are eligible to be considered to serve on the National Junior Council Representative Committee. Selected juniors attend the TNBA National Convention for \*two consecutive years. Participation in a local Junior Council properly prepares juniors for service on a national level. It is also a requirement for being selected. Please follow the instructions of the cover letter inside the Junior Council Program Handbook. This is a serious program for serious juniors.

\*second year contingent upon satisfactory performance during first year.

Below is a list of tips for what we are looking for in a nominee. Also some suggestions on resume preparation, essay and application preparation.

### What we're looking for:

- Displays leadership abilities
- A genuine interest in learning about TNBA
- Active in local junior council
- Knowledge of the game of Ten Pins
- Active in school and community
- Follows instructions well
- Works well with peers and adults

### Resume

- The Junior Council *Member* should submit a resume of *his/her* qualifications. Be sure to include both bowling and non-bowling accomplishments. See program handbook for list of qualifications.

### Letters of Recommendation

- Letters of recommendation from Advisor\*, teacher(s), pastor, etc. would give even more insight into the applicants abilities and commitment. Maximum of three.

\*required

## Essay

The applicant must submit an essay (100 words or more) stating why they want to be a TNBA National Junior Council Committee Representative. If they have been active in their local Junior Council Program and gained a good understanding of its purpose this part should be relatively easy. Some keys to consider in the essay:

References to:

- *TNBA's History or Accomplishments\**  
Organizational structure (visit web site; [www.tnbainc.org](http://www.tnbainc.org)) .  
A suggestion they would make to improve/ enhance the TNBA Junior Program, etc.

## Applications

- While the application information is self-explanatory it is important that the Advisor ensure the information is accurate and complete. Two applications must be submitted along with the resume and essay. \*The “Junior Council Application for Membership” and the “Junior Council Application for National Junior Council Representative”. The deadline date is *January 31st*. All applicants, whether they are selected or not, and the Advisor will receive a response by *March 1st*.

## Junior Council Member of the Year Award

Currently under revision. Senates will be notified when revision has been approved.

Properly run, this program can have a positive impact on your junior league and your community. You will likely see an increase in membership, and increased enthusiasm from the juniors and their parents. Your Senate will benefit by increasing the pool of potential Senate members and future leaders. There is National exposure and networking opportunities for the juniors. This program is an added opportunity for the juniors to showcase their talents. We also see this program as our contribution to help build well-rounded youth. Good leaders are ***rarely*** one-dimensional. They have to possess diverse skills and talents. Ultimately it is our hope that the investment we make in them today will benefit TNBA tomorrow. We need, no, must have well prepared, strong future leaders if TNBA is to continue to be a beacon of light in the sport of bowling.

In closing just let me say that a modest effort at implementing this program will pay large dividends now and in the future for your Junior League, Senate and TNBA.

John W. Collins  
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