

## 2019-2020 Junior Activities Bulletin

Angelina (Angie) McKinney-Department Junior Chairman  
2525 NE Cesar E. Chavez Blvd.,  
Portland, OR 97212  
[angelmic71@gmail.com](mailto:angelmic71@gmail.com)  
503-284-8777 or 971-806-8696

Mid-Year Report is due to me no later than **December 15, 2019**.

Year-End Report is due to me no later than **May 1, 2020**.

Department Awards are due to me by **April 1<sup>st</sup>, 2020**.

National Awards by **May 1<sup>st</sup>, 2020** (Be sure and specify if they are Department or National entries.) National Entries be sure and include the cover sheet.

### Included In This Bulletin are this Information:

- Department and National Programs and Award information.
- Ideas to help you plan your year.
- Where to find additional information.
- Mid-Year and Year-End Report forms

### What is this program and why do we have it?

The Junior Activities program inspires active participation in members age 17 and under so they will become engaging, productive members who will want to continue their American Legion Auxiliary membership into adulthood. The Junior Activities program is working to build a strong future for the ALA by engaging Junior members to carry on its mission for life.

### What you can do:

1. Build your Junior Activities program one member at a time by giving Junior Members a voice and an opportunity to participate in Senior meetings.
2. "Like" the National Junior Activities FaceBook page ([www.facebook.com/alajuniors/](http://www.facebook.com/alajuniors/)).
3. Teach your Juniors about the ALA family.
4. Offer to mentor one of your Junior officers and pair them up with their Senior counterpart to learn about the office they hold.
5. Organize a Service project for your Juniors that they can work with Senior members to accomplish.
6. Include what your Juniors are doing in your monthly newsletter.
7. Include your Juniors renewals when sending our renewal notices.

### **Engage Juniors in programs of the American Legion Auxiliary:**

1. Bring Juniors to meetings with you-let them have a role in your meetings.
2. Mentor Juniors in your Unit.
3. Work with your Juniors and younger SAL on the PATCH program.
4. Take your Juniors to all appropriate ALA activities in which you work.
5. Post Junior activities on your Unit or Department FaceBook page with approval from parents and Junior member.

### **Make Junior Meetings fun and informative :**

1. Let Junior members help plan and lead the meeting to make it more fun and informative.
2. Be flexible during meetings. Keep them orderly but don't put too much emphasis on protocol.
3. Plan activities that are fun, yet teach about the mission of the ALA. Remember they are kids with short attention spans.
4. Crafts are another good activities for Juniors. They can be patriotic decorations for your Post or your local Veterans homes.
5. Have snacks and drinks on hand for your Juniors.
6. Give your Juniors a place to display their crafts or artwork.
7. Find places to take the crafts that your Juniors design.

### **Promote and encourage Juniors to participate in the Patch Program:**

1. Mentor Juniors and help, them to acquire patches. You can find information on the Patch Program at [www.ALAforVeterans.org](http://www.ALAforVeterans.org) in the Member Only section under Juniors.
2. Hold special meetings and help your Juniors earn their Patches.
3. Encourage use of electronic patches on Junior social media sites.
4. Give Juniors opportunities to work on patch requirements at Unit functions.
5. Host a special meeting to present earned patches to Juniors with Senior membership present.

### **Work with Female Veterans and their Families:**

1. Find a project that your Juniors can do help our Female Veterans and their families.
2. Work with your Juniors to accomplish whatever project they decide they want to do for our Female Veterans and their Families.

### **Junior Activities Reporting:**

- Mid-Year Reports should reflect the Junior program worked to date into Department up until December 15<sup>th</sup>, 2019. Report is due into the Junior Department Chairman by this date.
- Year-End Reports should reflect everything your Junior Unit has done to the close of your year. These reports are due to the Junior Department Chairman by May 1<sup>st</sup>, 2020 for National Reporting and are due by April 1<sup>st</sup>, for Department reporting for Junior Conference.
- Both reports need to be in narrative format and should follow the rules for the Awards you are applying for.

### **Junior Activities Awards Deadlines and Submission Requirements:**

Taking the time to share a favorite story about the positive impact you or someone you know has had on our mission is worth doing! It helps us tell the world who we are, what we do and why we matter. There are three simple steps to add your impact on our success.

- Please follow instructions as you fill out the Nation Report and Awards Cover Sheet found in the awards section of the Programs Action Plan.
- Provide details/examples about the activity as outlined in the awards materials and guidelines section.
- Submit as indicated in the Annual Supplement to the Programs Action Plan.

National Report and Award Cover Sheet, deadlines, and Junior Activities committee contact information may be found on the Junior Activities committee page on the National website, [www.ALAforVeterans.org](http://www.ALAforVeterans.org).

#### **A. Member Award:** Junior Member of the Year

- Award: Engraved Plaque, invitation to National Convention.
- Presented to: One Junior member, in recognition of her dedicated service, efforts, and talents.
- Materials and guidelines:  
Entries must be typed and include the following information:
  - Consideration of only Junior members in good standing for the current year.
  - Outstanding contribution the Junior has made through an ALA program or project.
  - Length of membership is not a criterion.
  - Name, email address, and complete mailing address of nominee must accompany nomination.
  - A narrative, typed essay not to exceed 500 words summarizing the nominee's accomplishments during the current administrative year.
  - Please include pictures, clippings, scrapbooks, folders, etc., either electronically or via postal mail. Nomination must be signed by the candidate's unit Junior Activities advisor.

- On the National Report and Award Cover Sheet, include the name and contact information of the department Junior Activities chairman.

**B. Unit Award:** Most Outstanding Unit Junior Activities Program.

- Award: Citation Plaque
- Presented to: One unit in each division (5)
- Materials and guidelines:
  - Narrative not to exceed 1,000 words. Include specific examples of how your Juniors worked the ALA mission.
  - May include pictures, news articles, news releases, etc.

**C. Department Award:** Best Department Junior Activities Program

- Award: Citation
- Presented to: One department in each division (5)
- Materials and guidelines:
  - Awarded to the department in each division that conducted the best overall Junior Activities program.
  - Narrative not to exceed 1,000 words. Include specific examples of how your department Juniors worked the ALA mission.
  - May include pictures, news articles, news releases, etc.

**D. National Award:** Best Media Coverage of Activity or Project

- Award: Engraved Plaque
- Presented to: One Junior group (department, district or unit)
- Materials and guidelines:
  - Awarded to the Junior group with the best media coverage of their activities or a project.
  - Narrative not to exceed 500 words. Include specific examples of media coverage, including news articles, news releases, newsletters, pictures of displays, ALA events, speeches, website address, social media activity, etc.

## National has special Recruiting awards and Juniors can apply for them too:

- Keep a list of Junior members who recruit new members.
- Keep track of how many recruits each Junior has.
- Submit necessary paperwork for verification.
- Pay attention to deadline dates.
- Present a special reward for your Junior recruiters.
- The Department Membership Chairman (Kathi Karnowski) can provide assistance.

## Department Junior Activities Awards:

These are found on the Department website at: [www.alaoregon.org](http://www.alaoregon.org). Pay attention to rules and deadlines. Contact me with any questions.

- Department Award entries must be received by me no later than April 1<sup>st</sup>, 2020 to be eligible for judging. Awards will be presented at Junior Conference.
- National Award entries must be received by me no later than May 1<sup>st</sup>, 2020, (and need to be submitted to National by me). You must clarify which level all your entries are for and include the cover sheet required by National.

## Programs and Activities:

- Requirements, instructions, and patch forms for the Junior Patch Program are available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- National Junior meetings will be held at the same time as Mission Training. Dates and meeting sites can be found at [www.ALAforVeterans.org/meetings](http://www.ALAforVeterans.org/meetings).
- Juniors who attend one of the national Junior meetings will be eligible to vote and run for Honorary National Junior Division Vice President (HNJDVP). Each of the elected HNJDVPs will help conduct the national Junior meetings and will receive a \$2,000 scholarship.
- Spirit of Youth Scholarship for Junior members: Five Scholarships in the amount of \$5,000 each are awarded; one scholarship in each division. Requirements and applications are available at [www.ALAforVeterans.org](http://www.ALAforVeterans.org).
- Junior Projects:
  - Veterans History Project: [www.loc.gov/vets](http://www.loc.gov/vets)
  - VA Student Volunteer Program: [www.volunteer.va.gov/StudentProgram.asp](http://www.volunteer.va.gov/StudentProgram.asp); [www.volunteer.va.gov/ParkeScholarship.asp](http://www.volunteer.va.gov/ParkeScholarship.asp)

## Additional Resources You Can Use

1. *ALA Junior Activities Handbook* –available for free at [www.ALAforVeterans.org](http://www.ALAforVeterans.org), printed copies can be purchased through Emblem Sales at [www.emblem.legion.org](http://www.emblem.legion.org)
2. The national American Legion Auxiliary Junior Activities Facebook page: [www.Facebook.com/ALAJuniors](http://www.Facebook.com/ALAJuniors)
3. Junior Patch Program-information by level at [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
4. ALA Unit Handbook-available for free at [www.ALAforVeterans.org](http://www.ALAforVeterans.org), printed copies can be purchased through Emblem Sales at [www.emblem.legion.org](http://www.emblem.legion.org)
5. Junior Leadership Course on [www.ALAforVeterans.org](http://www.ALAforVeterans.org)
6. *Veterans Affairs & Rehabilitation: A Guide for Volunteers on ALAforVeterans.org*
7. *Protect Youth Sports- recommended by The American Legion to provide background screening on adult volunteers who work with youth,* [www.protectyouthsportsCom](http://www.protectyouthsportsCom).
8. U. S. Department ofVeterans Affairs information on student volunteers: [www.volunteer.va.gov/StudentProgram.asp](http://www.volunteer.va.gov/StudentProgram.asp)
9. Your national Junior Activities Committee members (see Junior Activities program page on the national website or Annual Supplemental for contact information).

2019-2020 Mid-Year Junior Activities Report

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Due to Chairman no later than December 15, 2019

Unit Name and # \_\_\_\_\_ District # \_\_\_\_\_

Chairman Name & Phone # \_\_\_\_\_ # of Paid

Juniors? \_\_\_\_\_ # of Active Juniors? \_\_\_\_\_

# of Juniors participating in the patch Program? \_\_\_\_\_

# Submitted \_\_\_\_\_ Number of Junior volunteer hours \_\_\_\_\_

Have you worked on the Patch Program with your  
Juniors? \_\_\_\_\_

What Veterans/Military service projects are your Juniors participating in?

- 1.
- 2.
- 3.

How have your Junior and Senior members worked together? What Legion Family  
activities have your Juniors participated in?

- 1.
- 2.
- 3.

Has your Unit increased Junior participation in meetings and activities? \_How? \_\_\_

Are you having any issues/problems with your Junior program this year?

Did your Juniors work with Female Veterans and their families? How?

**2019-2020 Year-End Junior Activities Report**

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Due to Chairman no later than May 1<sup>st</sup>, 2020

Unit Name and # \_\_\_\_\_ District# \_\_\_\_\_

Chairman Name and Phone # \_\_\_\_\_ # of

Juniors? \_\_\_\_\_ # of Active Juniors? \_\_\_\_\_ # of Volunteer hours \_\_\_\_\_

# of Juniors participating in the Patch Program? \_\_\_\_\_

How has the Patch participation increased enthusiasm in your Juniors?

How many Juniors recruited new members? \_\_\_\_\_ How many new Juniors were recruited? \_\_\_\_\_

Did you submit a History or Prayer Book? \_\_\_\_\_ Did you submit a "Junior Member of the Year?" \_\_\_\_\_

Did you submit any Awards entries? \_\_\_\_\_ Did

Juniors participate in any Holiday activities? \_\_\_\_\_

What are the service projects in which Juniors were involved? Has participation in the service projects increased as the year has progressed? \_\_\_\_\_

What type of volunteer hours did Junior members perform? \_\_\_\_\_ What

ways did your senior members mentor the Junior members? \_\_\_\_\_

How does your unit plan to increase Junior members participation in meetings and activities? \_\_\_\_\_



What Legion Family activities have your Juniors participated in?

1.

2.

3.

Did your Juniors work with any Female Veterans and their Families!

How many? \_\_\_\_\_ 'What did they do? \_\_\_\_\_

Please include pictures and news articles showing Juniors involved in their activities.