

Chapter Election Pack 2021/2022



For candidates aspiring to be the 2021/2022 Chapter Executive Boards of

BBYO UK & Ireland

On Sunday 19th September 2021, BBYO Chapters from across the UK & Ireland will carry out BBYO's democratic tradition in electing their Chapter Executive Boards, determining not only the future leadership of BBYO, but also the direction in which our movement will develop.

If you intend to run at your Chapters' Elections, you must complete [this form](#). This must be completed by both yourself and your parent/guardian.

Please complete your chapter elections form by Tuesday 31st August 2021.

All Chapter Executives members MUST attend the events listed below, as well as further national and chapter BBYO events that arise during the year.

- Chapter Elections 19th September 2021
- Chapter Leadership Training Course | 1st-3rd October 2021
- BBYO UKI National Kick Off Event | 17th October 2021
- Machane Choref | December 2021
- Spring Kick Off | January 2022
- JServe | April 2022

Our Brother Alephs and Sister BBGs

You are reading this letter because you are thinking about standing for an **exciting** and **important** position on the Chapter Executive Boards next year.

We are inspired that you wish to commit yourself to BBYO and help our movement grow. For over 80 years, BBYO has inspired, empowered and developed Jewish Youth and contributed to growing the Jewish community in the UK & Ireland. Serving on the Chapter Executive Boards is one of the many leadership opportunities that BBYO offers and we hope it will shape you as an individual and help propel you into a life of Jewish communal influence and impact.

Spending a year on the BBYO Chapter Executive Board can be an extremely rewarding experience. You will play a vital role in ensuring that our chapters, which are the grassroots of the movement, are well attended with high membership and a high standard of programming. You will work alongside some of BBYO's wonderful Bogrim (post Sixth Form members) to run fantastic events for both your chapters and the region. You will also make your mark on the movement with your own creative projects, enhancing membership, attendance, chapter finances, education and programming.

However, spending a year on the Chapter Executive Boards is also a big commitment. It involves intense work throughout the year, including attending chapter events, being in constant communication with your National counterpart and office team, and fulfilling the duties and responsibilities of your role to the highest standard.

Please read the Chapter Executive Board Job Description for all the positions and the contract of commitment outlined in the declaration form. You should only stand for the Chapter Executive Boards if you are sure that you will be able to fulfil the commitments outlined in the documents.

OFFICER RESPONSIBILITIES

All Officers of the 2021-22 Chapter Executive Boards will:

- Commit their entire term, from September 2021 – August 2022, to advance our movement and continue to build BBYO UK & Ireland.
- Attend all chapter meetings to the best of their ability.
- Represent BBYO to the wider community.
- Attend CLTC (Chapter Leadership Training Course) in October 2021.
- Strengthen members' Jewish identity and Israel engagement.
- Ensure effective chapter handovers.
- Attend regular online and in person meeting with either Tash Shaw or Sammy Kemp, BBYO Office Staff.
- Meet all deadlines.
- Maintain regular communication with Tash, Sammy and National Counterparts.
- Remain well informed and up to date on BBYO's International chapter-wide initiatives and participate accordingly.
- Take part in continuous leadership/position training.

The Chapter President will:

- Ensure the Chapter Executive Board work together as a team.
- Chair weekly Chapter Executive Board meetings throughout the year.
- Co-ordinate recruitment strategy for the chapter along with the Chapter Vice-President with help from Tash and Sammy.
- Be informed and up-to-date on all practices of the chapter.
- Act as the ambassador for the chapter to the wider UK Jewish Community
- Remain in regular communication with Tash and Sammy to discuss chapter progress throughout the year.

The Chapter Vice-President will:

- Co-ordinate recruitment strategy for the chapter with the Chapter President, with help from Tash and Sammy.
- Implement and track the progress of the chapter recruitment strategy.
- Co-ordinate a phone call system with the chapter to inform members of up-coming programmes and general information
- Be a friendly face and kind individual to all new members in the chapter
- Be fluent in BBYO UKI's recruitment method "MRIHA" – you will learn this at CLTC.
- Remain in regular communication with Tash and Sammy to discuss progress throughout the year.
- Fill the duties of the Chapter President if they are unavailable.

The Chapter Administrator will:

- Ensure that attendance is properly recorded at every programme, using a shared drive with the National Executive, Tash and Sammy.
- Oversee the finances of the chapter.
- Co-ordinate the collation of content for the chapter's section of the National newsletter.
- Successfully plan and execute chapter fundraisers, one per term.
- Remain in regular communication with Tash and Sammy to discuss progress during the year.

The Chapter Jewish and Zionist Awareness Officer (JZA) will:

- At each Jewish Holiday, plan an initiative for their chapter, with help from the National JZA.
- Constantly review and update BBYO's National and Chapter level customs and traditions relating to Israel and Judaism and make sure that they are adhered to.
- Ensure that chapter programming related to Judaism and Zionism takes place at least once a term.
- We encourage Chapter JZA's to join the committees for National events throughout the year such as Global Shabbat and the Purim Party.
- Ensure that all Jewish and Zionist content is kept in line with BBYO's ideology of Pluralism.

The Chapter Social Action and Causes Officer (SACO) will:

- Facilitate activist projects and social action.
- Choose a cause/charity either per term or for the year that your chapter will focus on. You will ensure that your chapter not only is educated on your chosen cause but actively fundraises for them throughout the year.
- Work with the National SACO to ensure your chapter participates in a Mitzvah Day project.
- We encourage Chapter SACO's to join the National SACO with planning and running J-Serve 2022.
- Help to co-ordinate the organisation of member-driven National fundraising events with the National SACO and National Administrator.

The Chapter Programmer will:

- Ensure that their chapter has their chapter programmes written and approved at least three weeks in advance. These must be approved by the National Programmer.
- Work with the programmer to ensure every chapter takes part in a project for Mitzvah Day and JServe.
- Together with the National Administrator and National Programmer create a Programming Bank for 2021/22.
- Work with chapters and the office to organise the 'Big Bang' chapters launch for the beginning of each term.
- Ensure that chapter programmes are diverse, high quality, reflect BBYO's values and ideology and meet the needs of the members of your chapter.

Chapter Election Declaration Form

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