

2017 – 2018
Provisional Course



**Junior League
of
Wichita Falls, Inc.**

What's Possible for you in the Junior League?

Our Mission

The Junior League of Wichita Falls, Inc. (JLWF) is an organization of women committed to promoting voluntarism, developing the potential of women, and improving communities through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.

Our Vision

We will strive to identify, develop, and implement innovative programs, both independently and through coalitions, which will significantly improve the quality of life in our community. By building and sustaining friendships, we will create an integrated, diversified team of trained volunteers.

Core Values

- Commitment to improving the quality of life in Wichita Falls
- Active involvement in an efficient organization of knowledgeable, congenial, and trained volunteers
- Raising of funds to support Junior League programs and activities
- Implementing innovative programs to affect positive changes in Wichita Falls
- Nurturing the self-growth of members by providing diversified opportunities for volunteer involvement
- Giving of time, monies, and advocacy efforts through community coalitions and independent endeavors

Reaching Out

The Junior League of Wichita Falls, Inc. reaches out to women of all races, religions, and national origins who demonstrate an interest in and commitment to voluntarism.

Association Purpose

The purpose of The Association of Junior Leagues International, Inc. is to add value to its member Leagues in their fulfillment of the Junior League Mission.

The Power of Association

Through the power of our association, Junior League strengthens communities by embracing diverse perspectives, building partnerships and inspiring shared solutions. Formed in 1921, the Association of Junior Leagues International provides continuity and support, guidance and leadership development opportunities to 293 Junior Leagues in the United States, Canada, Mexico, and the United Kingdom. Through regional, national, and international meetings, comprehensive resources, customized consultations, League and member benefits, we add value to our member Leagues in their fulfillment of the Junior League Mission.

“Nothing is impossible; the word itself says 'I'm possible!'” ~Audrey Hepburn

Benefits of Membership

The JLWF is a strong, committed group of women volunteers making an impact on our community.

Through membership in the JLWF, women enjoy:

Training for Effective Community Leadership

Training occurs in the areas of advocacy, community research, event planning, fundraising, finance, grant writing, leadership, public relations and overall personal development.

A large number of our members go on to volunteer on community boards and lead other non-profit organizations with the valuable skills learned from their training in the JLWF.

Working, Hands-On, with Other Women to Improve the Community

If you want to do something with your valuable time in the Wichita Falls community, the JLWF can help you to achieve your personal volunteer goals.

Each year we establish a detailed community plan. To see how our volunteer work impacts the quality of life in Wichita Falls and the surrounding areas, please visit the Community Impact section of our website.

Accessing Community Leaders & Obtaining Insight into Community Needs & Strategies for Solutions

You will have a front-row seat into a community needs assessment through our annual research and development process and community plan development.

Collaborations with civic and business leadership throughout the city also occurs through various partnerships carried forward through projects, fundraisers and advisory board cooperation.

Making Lifelong Friendships with Like-Minded Women

JLWF members are a dedicated and hard-working community of women. We are attorneys, nurses, accountants, event planners, marketing executives, stay at home moms, caregivers, etc from a wide variety of backgrounds. But, we all have a passion for volunteering which binds the members of our organization together.

As a member you will meet many interesting, talented and intelligent women committed to making a difference in our community. You will also have the opportunity to develop relationships with numerous individuals with varied skill sets and interests.

In addition to the enjoyment of volunteering, we are a very social crew and have fun, too!

Belonging to an International Organization of Passionate Volunteers

The JLWF is part of something even bigger! We are a member of The Association of Junior Leagues International, Inc. (AJLI), an organization of over 155,000 members with 293 Leagues located in the United States, Canada, Mexico and the United Kingdom. Because we are a membership organization affiliated with AJLI, any member in good standing has the benefit of being able to transfer her membership.

Junior League of Wichita Falls 2017-2018 Provisional Course Requirements

Provisional Meeting/Event Attendance Requirements

- Attend one of the two New Member Orientation meetings on Thursday, May 4, 2017 at 6pm or Friday, May 5, 2017 at 12pm. **Annual Dues are due NO LATER than June 30, 2017.**
- Annual Dinner Meeting on Tuesday, May 16, 2017 at 5:15pm. (Provisional photos taken at 5:15pm, Annual Dinner begins at 6pm)
- Provisional Retreat
- Kids in the Kitchen Community Project
- Provisional Course Meetings August-April
- General Meetings August-April
- One Junior League Board Meeting
- One Christmas Magic Steering Committee Meeting
- One Council Meeting of your choice (Membership, Community, Communications, Finance)
- One Committee Meeting of your choice excluding Christmas Magic (Food Fight, Headquarters, Training, etc)
- New Community Project TBD
- Give Light Awards – held in the Spring

(Detailed Course Guide of above requirements is included,
details available as of print time.)

Fundraising Requirements

- Christmas Magic—Work two (2) three-hour shifts AND purchase \$60 worth of tickets to Christmas Magic events
- Headquarters Fundraiser – requirement changes annually, financial obligation not to exceed \$100, 2017-2018 is TBA but will be held in the spring.

Financial Obligations

- Provisional Fee \$30.00*
- Annual Dues \$115.00*
(**Due with your signed contract by June 30, 2017*)
- Annual Dinner \$30.00
(*Annual Dinner can be paid with Dues or at Annual Dinner on May 16th*)
- Christmas Magic Tickets \$60.00
- Headquarters Fundraiser requirement-TBD not to exceed \$100

General Meeting Attendance Requirements

There are eight (8) General Meetings held from August through April followed by Annual Dinner in May. These are held on the fourth Tuesday of every month and take place at the League Center at 7pm unless a special event is planned. No meeting is held in December. Provisional Meetings will mostly be held at 5:30pm on the same evenings as the General Meeting. Meeting reminders and details of special events are announced through newsletters, email updates and on our website at jlwf.org.

Kids in the Kitchen

The goal of the Junior Leagues' Kids in the Kitchen initiative, which is supported by The Association of Junior Leagues International Inc. and its member Leagues, is to empower youth to make healthy lifestyle choices and help reverse the growth of childhood obesity and its associated health issues. All Provisional Class members will be required to assist with **two (2) Kids in the Kitchen projects** throughout the League year. Event dates and times are to be announced at your Provisional Retreat this summer. There will be at least 5 events throughout the year and you will be given plenty of notice about the dates.

Completion of Provisional Course

All of the above requirements must be completed by April 30, 2018. All Provisional Members meeting their requirements will be voted into active membership at the Board of Directors meeting in May 2018.

Absentee Policy

Due to the amount of material covered at each meeting, Provisional members should not miss any required meetings. Any absence requires **PRIOR** notification to Kim Childs or Jaclyn Johnson, Provisional Co-Chairs.

Provisional Members are allowed two Provisional Course absences and two General Meeting absences throughout the course of the year. All fundraiser shifts must be worked or fines will be assessed according to our bylaws. If absences exceed what is allowed, the Provisional will be required to repeat the missed portion of the Provisional Course. The Provisional would then be voted into Active Membership the following year.

Active Member Shift and Financial Requirements

(Active Membership begins June 1, 2018 upon completion of 2017-2018 Provisional Course)

1. **Annual Dues:** Payable each spring by annual dinner in May in the amount of \$115.00.
2. **Annual Dinner:** generally \$30.00
3. **Attend monthly General Meetings and Annual Meeting**
4. **Fulfill assigned Placement each year**
5. **Christmas Magic**
 - a. Work two (2) three-hour shifts
 - b. Purchase \$60.00 worth of Christmas Magic Event Tickets
6. **Headquarters Fundraiser** (Requirements TBA)
7. **New Community Project** TBD

2017-2018 Provisional Chairs

Kim Childs (940) 636-3030

Jaclyn Johnson (940) 867-3102

Junior League of Wichita Falls, Inc. 2017-2018 Provisional Program Course Overview

2017

May 4	6:00pm	Orientation	League Center
May 5	12:00pm	Orientation	League Center
May 10	7:00 pm	Orientation	League Center
May 16	5:30pm	Annual Dinner	WFCC
July 21	6:00pm	Provisional Retreat Part I	League Center
July 22	9am-2pm	Provisional Retreat Part II	League Center
August 8	5:30pm	Christmas Magic Meeting	League Center
August 22	5:30pm	Provisional Meeting #1	League Center
August 22	7:00pm	General Meeting #1	League Center
September 19	6:00pm	Board of Directors Meeting	League Center
September 26	5:30pm	Provisional Meeting #2	League Center
September 26	7:00pm	General Meeting #2	League Center
October 24	5:30pm	Provisional Meeting #3	League Center
October 24	7:00pm	General Meeting #3	League Center
November 2-5	TBD	Christmas Magic Market*	MPEC
November 10	TBD	Christmas Magic Auction*	WFCC
<i>(*two 3-hour shifts are required between Christmas Magic Market and/or Auction)</i>			
November 14	5:30pm	Provisional Meeting #4	League Center
November 14	7:00pm	General Meeting #4	League Center

2018

January 23	5:30pm	Provisional Meeting #5	League Center
January 23	7:00pm	General Meeting #5	League Center
February 27	5:30pm	Provisional Meeting #6	League Center
February 27	7:00pm	General Meeting #6	League Center
March 27	5:30pm	Provisional Meeting #7	League Center
March 27	7:00pm	General Meeting #7	League Center
April TBD	TBD	Give Light awards	TBD
April 24	5:30pm	Provisional Meeting #8	League Center
April 24	7:00pm	General Meeting #8	League Center
May 15	6:00pm	Annual Dinner	WFCC

Extra Dates

Kids in the Kitchen – two (2), 3-hour shifts required by end of Provisional Course

All above dates/times are subject to change, proper notice will be given

2017-2018 Detailed Provisional Course Guide Part I (Spring/Summer)

May 16, 2017 at 5:15pm – Provisional Photos

May 16, 2017 at 6:00pm – Annual Dinner

Purpose: To celebrate accomplishments from the year, see our impact on the community, and introduce the incoming Board of Directors and new Provisionals. We also welcome the current Provisionals into Active membership and announce award recipients.

July 21 & 22, 2017 (Friday 6-9pm & Saturday 9am-2pm) – Provisional Retreat

Purpose: To acquaint you with other members of your Provisional Class, the Admissions/Provisional Committee, and the Board of Directors and their responsibilities. You will get an overview of the history, structure, and committee responsibilities of the Junior League. You will learn the Bylaws, policies/ procedures and benefits of membership and receive a working knowledge of the League's nominating procedure and use of straw ballot.

August 8, 2017 at 5:30pm – Group Troupe to Observe Christmas Magic Steering Meeting

Purpose: To share the history and purpose of Christmas Magic and how this fundraiser affects the community. You will learn the roles of the steering committee and how they work together.

August 22, 2017 at 5:30 pm – Provisional Meeting #1

August 22, 2017 6:30 pm social, 7:00 pm General Meeting #1

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

Part II (Fall)

September 19, 2017 6:00pm – Observe Board of Directors Meeting

Purpose: To give you a general overview of the positions the Board consists of and how they represent the League.

September 26, 2017 at 5:30 pm – Provisional Meeting #2

September 26, 2017 6:30 pm social, 7:00 pm General Meeting #2

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

October 24, 2017 at 5:30 pm – Provisional Meeting #3

October 24, 2017 6:30 pm social, 7:00 pm General Meeting #3

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

November 2-5 – Christmas Magic Market – MPEC

Time: Two, 3-hour shifts are required for Christmas Magic of all members. You may complete these by working at Christmas Magic Market (includes set-up the week of Market, hours of Market and cleanup Sunday evening of Market) and/or working at Christmas Magic Auction (includes set-up, hours during event and clean up). Sign up for your shift at www.jlwf.org. Shifts will be posted a few weeks before market and notice will be given

November 10– Christmas Magic Auction – WFCC

Time: Two, 3-hour shifts are required for Christmas Magic. You may complete these by working at Christmas Magic Market (includes set-up the week of Market, hours of Market and cleanup Sunday evening of Market) and/or working at Christmas Magic Auction (includes set-up, hours during event and clean up). Sign up for your shift at www.jlwf.org.

November 14, 2017 5:30pm – Provisional Meeting #4

November 14, 2017 6:30 pm social, 7:00pm Satellite Meetings #4 (held in Sustainer homes)

Purpose: To develop awareness of community needs and issues in a small group setting. The small group will allow each Provisional and Active member to contribute their thoughts about community needs and possible solutions to remedy these issues. You will also further develop current relationships and begin new ones.

No December meetings – Enjoy your time with family!

Part III (Spring)

January 23, 2018 at 5:30 pm - Provisional Meeting #5

January 23, 2018 6:30 pm social, 7:00 pm General Meeting #5

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

February 27, 2018 at 5:30 pm - Provisional Meeting #6

February 27, 2018 6:30 pm social, 7:00 pm General Meeting #6

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

March 27, 2018 at 5:30 pm - Provisional Meeting #7

March 27, 2018 6:30pm social, 7:00 pm General Meeting #7

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

April 2017 (Date/time TBD) – Give Light Awards

Purpose: To give you the opportunity to experience this unique award ceremony. It showcases outstanding volunteerism performed within the last year, recognizes volunteers in three categories of Youth, Adult and Group and the positive impact they have made in our community.

April 24, 2018 at 5:30 pm - Provisional Meeting #8

April 24, 2018 6:30pm social, 7:00pm General Meeting #8 (Sustainer Appreciation)

Purpose: Will be determined once topic is determined. The topic will coincide with the General Meeting agenda, but will go in-depth so you understand what is being discussed at General Meeting.

May 2018 (Day TBA) - Annual Dinner (at Wichita Falls Country Club)

Purpose: To celebrate accomplishments from the year. See our impact on the community. Introduce the incoming Board of Directors and new Provisionals. Welcome the current Provisionals into Active membership.

Additional 2017-2018 Provisional Requirements

Date TBD– Kids in the Kitchen Shift 1

Purpose: You will work with Kids in the Kitchen to educate children in the community about healthy eating habits and staying physical.

Date TBD– Kids in the Kitchen Shift 2

Purpose: You will work with Kids in the Kitchen to educate children in the community about healthy eating habits and staying physical.

Contract for Provisional Membership

I understand the requirements for the Provisional Course of the Junior League of Wichita Falls, Inc. Upon acceptance of this invitation to Provisional Membership, I commit myself to the completion of all the Provisional requirements as stated by April 30, 2018.

I understand that completion of all the Provisional requirements by April 30, 2018 is mandatory for acceptance to Active Membership.

I understand that if I am current in all my financial obligations and I anticipate my inability to complete my Provisional Course, I may request an extension of one year. I understand that only one 12-month Provisional Extension shall be permitted.

Active Membership shall be conferred in May 2018 upon successful completion of Provisional Course pending Junior League Board of Directors approval.

Candidate Signature

Date

Please return this contract with your Provisional Fees and Annual Dues, payable to the Junior League of Wichita Falls, to the Admissions/Provisional Chairmen no later than June 30, 2017.

Attention: Admission Provisional Chair
Junior League of Wichita Falls
2302 Midwestern Parkway
Wichita Falls, Texas 76308

2017-2018 Provisional Chairs
Kim Childs (940) 636-3030
Jaclyn Johnson (940) 867-3102