

Junior Auxiliary Frequently Asked Questions

DUES

What are the dues for a Provisional Member? Do the dues increase once you become an Active Member?

\$50 for Provisional Members. The dues increase to \$65 once you become an Active Member.

MEMBERSHIP

Must a member become Associate at the end of her 5 years of Active service?

NAJA Handbook, Article III, B.,1 ,c. states that one becomes an Associate after serving a MINIMUM of five years and DESIRES to change membership classification. Many Chapters have members that want to serve longer and many Chapters need some of their Actives to serve longer than the minimum. Also, some Chapters have a class of membership known as Associate/Active with requirements at the Chapters discretion.

How do I apply for a Leave of Absence?

Send the request to your Chapter Board stating the reason and the length of leave requested. Leave of absences are granted by the Board.

How long can a member be granted a leave of absence?

A Chapter should make this determination in their policies and the length is usually anywhere from one to twelve months. However, if there is not a set policy, then the Board can vote on the leave and the length of the leave. If more than one year is needed, then the leave could be extended, but this should be used only in rare cases.

If I move to another town, what should I do about my JA membership?

If the town to which you are moving has a JA Chapter and you are an Active member in good standing with your Chapter, then you will have transfer privileges to the JA Chapter in the new location. Ask your Chapter President to send a copy of your permanent record showing hours recorded, dues paid to date and years completed to the President of the Chapter to which you wish to transfer. Transfers will be accepted when an opening in the Chapter is available.

If you are already an Associate or Life member you can remain a member of your current Chapter or ask to be listed with the Chapter in the town to which you are moving. That is an individual choice. Some people like to stay with their original Chapter and some like to be connected with a Junior Auxiliary where they now live in order to meet new people, especially in the Chapters that have Associate and Life involvement or events.

HOURS

What is the difference between Service, Administrative, and Education hours?

Good rule of thumb: If you are serving or teaching others, it's SERVICE; if you are learning something, it's EDUCATION; and if you are helping to run the Chapter, it's ADMINISTRATION.

If a member fails to get her required service hours, what should the Chapter do?

Failure to meet any NAJA or Chapter requirement for Active membership would mean that a member loses that year. Of course, there can always be extenuating circumstances and the Board can vote to allow the member credit for the year based on those circumstances and based on past performance of the member. However, a Board should use precaution in setting aside requirements for one, as this can set a precedent.

Who makes the decision on what constitutes an Education hour?

The Education Chairman (/or as a recommendation of the Education Committee) presents the opportunity to the Board for approval.

FINANCES

Who decides how to spend the money we raise in our finance projects?

A budget for the year is recommended by the Finance Committee to the Board and then the budget is brought before the Chapter for approval. Service project chairman and other committee chairman submit requests to the Finance Committee to be considered when setting the budget for the coming year.

PROGRAM OF SERVICE

Can a Chapter pay a utility bill for a person?

This depends upon the program of service within a Chapter. If a Chapter has a welfare project or an assistance project where they do help individuals or families to pay certain bills, then this is acceptable, but guidelines should be in place that determine when this is done and for what type of bills. However, always remember that Junior Auxiliary is more about hands-on than writing checks.

We need some new projects. What should we do?

Projects are started because a Chapter determines that there is a need in their community that is not being met. Sometimes the needs are apparent, but sometimes a Chapter must search their community for unmet needs (community survey). Ideas for projects to meet these needs can be found in the NAJA Resource Center and from talking with other Chapters who appear from the **Bulletin** to have working projects meeting similar needs.

CHAPTER

Can a member be penalized for not doing her job?

A Chapter would have to have the penalties stated in their policies or documented prior to the duty. A Chapter can have their members sign Membership Commitment forms. The commitment form would state what is required of a member and the penalty for failure to comply with a requirement.

Can my Chapter require me to sell things for our finance project?

If the Chapter votes to make it a requirement, then it is a requirement for all members. Some Chapters let the Board or Finance Committee make such decisions, but a Chapter decision is better if a controversial issue.