

**APPLICATION PROCESS INSTRUCTIONS**  
**2009-2010 TJLA JUNIOR DIRECTOR ELECTIONS**  
**Application Deadline: May 20, 2009**

**Any Questions about the information to follow may be directed to:**

Mallory Parrish 936-661-4890 or

Nancy Christian 936-661-9434

**YOU WERE NOT A JUNIOR DIRECTOR IN 2008-2009:**

1. Read over the Junior Director Point System and Award Levels.
2. Fill out the application completely.
3. Return the application no later than May 20, 2009 to the address provided – note that the apps do not go to the TJLA office – there is an address provided at the bottom of the application.
4. Be sure to send all the required attachments to the application:
  - \* Biography - this should be suitable to publish in the Showbox magazine
  - \* Photo – this also will be published – do not omit your picture – this is part of the packet and it will not be accepted if incomplete
  - \* Signed Code of Conduct
5. Once the packet is received and verified that it is complete, your name will be placed on the ballot for voting by the general membership online June 1-21, 2009.
6. Results of the elections will be sent to applicants on or before June 26, 2009 via email and then a list of the Junior Board will be published.
7. If you are a newly elected Junoir Director, please make yourself familiar with the Award System and make plans to start earning points at the upcoming Belt Buckle Bonanza.

**YOU WERE A JUNIOR DIRECTOR IN 2008-2009 BUT DID NOT REACH 350 POINTS TO BE AUTOMATICALLY RE-APPOINTED:**

A recap of your points will be sent via email no later than May 15, 2009 so that you know where you stand on points. If you did not reach the 350 point level but wish to run for Junior Director again for the 2008-2009 please follow these steps:

1. Look over application and fill in any items that have changed over the last year. If you are not receiving emails from us, we probably don't have good contact information on you and need that portion of the application filled in.
2. Recall the biography and photo of you that was run this past year in *The Showbox* magazine. If you want to update information on yourself or update your photo, you must send it to me by the application deadline.
3. I must have a new signed copy of the Code of Conduct by the application deadline.
4. I must have a signed statement from you by the application deadline stating that you want to be put on the ballot for re-election.

**YOU WERE A JUNIOR DIRECTOR IN 2008-2009 AND YOU REACHED THE 350 POINT LEVEL:**

Congratulations! You may be automatically re-appointed to your position for another year provided that you follow the steps below. A recap of your points will be sent via email no later than May 15<sup>th</sup> so that you will know where you stand on points.

1. Look over application and fill in any items that have changed over the last year. If you are not receiving emails from us, we probably don't have good contact information on you and need that portion of the application filled in.
2. Recall the biography and photo of you that was run this past year in *The Showbox* magazine. If you want to update information on yourself or update your photo, you must send it to me by the application deadline.
3. I must have a new signed copy of the Code of Conduct by the application deadline.
4. I must have a signed statement from you by the application deadline stating that you accept re-appointment as a 2009-2010 TJLA Junior Director.

**REMINDERS:**

- Application and document deadline is May 20, 2009.
- Applications and accompanying documents should not be mailed to the TJLA office – they should be mailed to address for Mallory Parrish that is on the bottom of the application.
- If you do not send an updated photo, your old one will be run again.
- If you do not send an updated biography, your old one will be run again.