

CREATING A SUCCESSFUL BOARD

Ushering the Next Generation of Officers



ADVICE FOR NEW OFFICERS

1. Context about Florida JETAA
2. Biggest Officer Struggles
3. Reaching Out to the JETAA Community
4. Challenges and Advice Q & A

ABOUT FLORIDA JETAA

1. Officers and board are currently the same and are elected.
2. We have appointed region reps.
3. Difficult to meet in person.
4. Very spread out.
5. 200 members



BIGGEST OFFICER STRUGGLES

1. Turnover issues
2. Maintaining consistency
3. Lack of Officer / Chapter Activity
4. Connecting with the Chapter

BIGGEST OFFICER STRUGGLES

1. Turnover issues

- a. Have clear bylaws that outline the expectations of each role.
- b. Create transition procedure.
- c. Hold transition meetings.
 - 1. One-on-one meetings that each outgoing officer has with incoming officer.
 - 2. One-on-one meetings held by outgoing president.
 - 3. Group meeting to go over all roles and expectations.
- d. Have a big “rally” when there are elections or new board members.
 - 1. In person (with food and merriment!)
 - 2. Online.
- e. Target new returnees who seem excited and energized.
- f. Stay positive!
 - 1. It's often cyclical and one year you may have more interest and more candidates and other years you may not.

BIGGEST OFFICER STRUGGLES

2. Maintaining consistency

- a. Hold regular meetings (online, by phone, in person).
- b. Florida has two year staggered terms to avoid complete change of all officers.
- c. Institutionalize documents.
 - 1. Use Google Drive or other repository to preserve relevant documents and institutional knowledge.
- d. Be consistent in holding annual events. To establish regular events they must be done consistently (Tampa Tsudoi).
- e. Don't feel like you need to do things "a right way."

BIGGEST OFFICER STRUGGLES

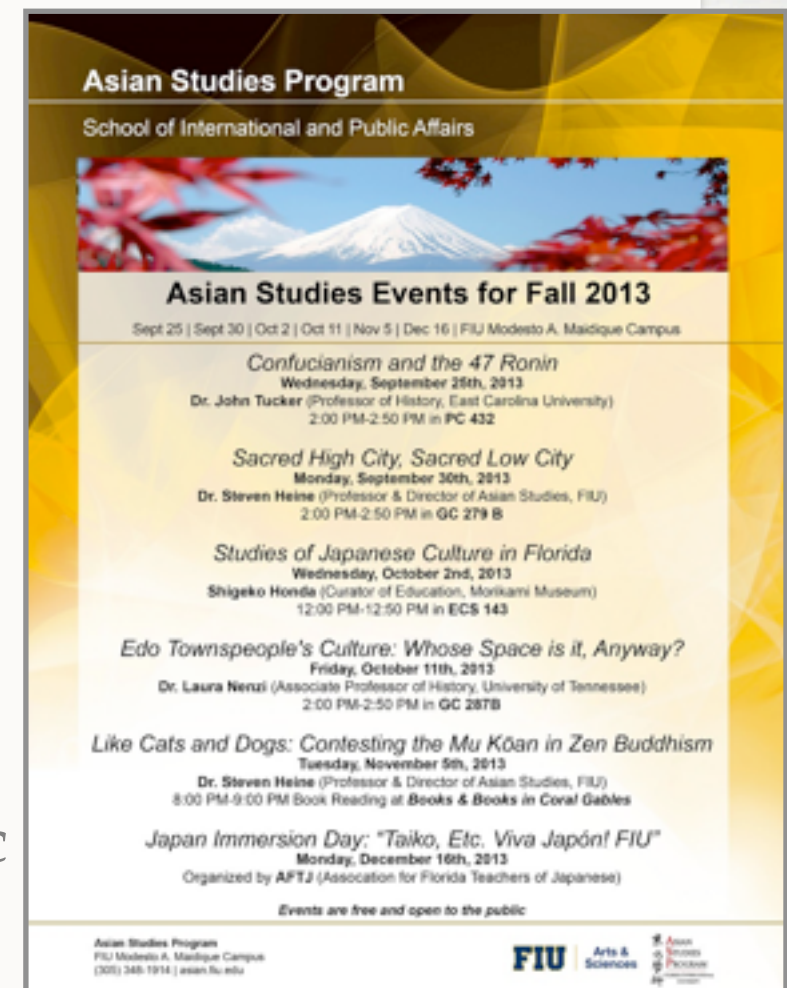
3. Lack of Officer / Chapter Activity

- a. Clear bylaws help with this and give you something to point to if officers are not active.
- b. President often has to drive chapter.
 - 1. President should not be afraid to delegate.
 - 2. Request volunteers from within or outside officers.
- c. Other officers should not be afraid to step up and offer to do things, even if outside your role.
- d. Piggyback on other events and organizations.
 - 1. JETAA can promote non-JETAA events or help arrange events chapter wants.
- e. Accept it.
 - 1. This is a volunteer organization and some officers will not be as active as you'd like.

BIGGEST OFFICER STRUGGLES

4. Connecting with the Chapter

- a. Use online resources.
 1. Website, Facebook, Twitter, Mailchimp, Google Hangouts, Skype, Webinars
- b. Don't be afraid to call people and personally invite them to an event.
 1. Dramatically increases attendance.
 2. Be sure to obey privacy concerns and consent issues.
- c. Florida has region reps that are appointed (not elected) to have a point of contact in all areas when possible.
- d. Include non-JET alums with connections to Japan.
- e. Don't assume that event attendance is the only metric of success. There are other ways to provide value.
- f. Piggyback on existing events and organizations.
 1. Japan-America Societies, Asian Studies Departments, Consulate Events, Museums, Japanese Teaching Groups



REACHING OUT TO THE JETAA COMMUNITY

1. You are not alone! Use JETAA community resources to find creative solutions or get advice:
 - a. Officer forums
 - b. Personal connections
 - c. Former officers
 - d. Contacts at your consulate or CLAIR



CHALLENGES AND ADVICE Q & A

1. Questions from new officers and floor open for all chapters to respond

