



Application for Membership 2020-2021

Personal Information

Today's Date: _____

Name: _____

Birthday: _____

Please Indicate... (Month & Day)

Primary Phone Number: _____

Home Business Mobile

Other Contact Number: _____

E-mail Address: _____

Address: _____

Emergency Contact (Name & Phone): _____

How did you hear about us?

Please Indicate...

PJWC Member / Friend: _____ Meetup.com: Y or N

Community Event: _____ Other: _____

(Please tell us which event)

Share a bit about yourself with us!

Do you social network?

(Facebook, Instagram, Snapchat, LinkedIn, Twitter, Meetup)

Do you work in the community or surrounding areas?

Are you involved in the community; what other type of activities/ groups/ organizations?

REQUIREMENTS FOR PJWC MEMBERSHIP

These membership requirements are to be reviewed and signed by all women applying for PJWC membership and should be attached to your application.

SERVICE HOURS

Fifteen (15) hours required for membership are to be completed by the May General Meeting. Six (6) hours must be earned at the Fall Service Project, six (6) hours at the Spring fundraiser and three (3) general service hours throughout the Club year.

Members entering the Club midyear (January) must fulfill eight (8) service hours. Two (2) hours will be counted toward general service hours and six (6) hours will be for the Spring fundraiser.

FALL SERVICE PROJECT

The Fall Service Project must be completed by December 30 and all hours must be reported to the President by December 30 of each club year to meet year-end GFWC State Reporting requirements. Each member must dedicate six (6) hours to the Fall Service Project

SPRING FUNDRAISER

The Spring Fundraiser must be completed by April 30 and all hours must be reported to the President by December 30 of each club year to meet year-end GFWC State Reporting requirements. Each member must dedicate six (6) hours to the Spring Fundraiser

VOLUNTEER OPPORTUNITIES FOR GENERAL SERVICE HOURS

These opportunities will come from each Community Service Program chair. Each chairperson is encouraged to run a service project during their term, however, not everyone will. Each member can select which general service project they would like to work during the club year to fulfill their general service requirement.

REQUIREMENTS FOR CONTINUED MEMBERSHIP

- Attend a minimum of four general meetings from September- May
- Pay current dues by October 1st
- Each member will serve on at least one Community Service Program Committee
- Each member will fulfill three (3) hours of committee service project work, fulfill six (6) hours of service on Fall Fundraiser and fulfill six (6) hours of service on Spring Fundraiser for a total of fifteen (15) service hours fulfilled during the club year

RESPONSIBILITIES OF EVERY CLUB MEMBER

- Make new members and guests feel welcome. It is everyone's responsibility to be friendly and helpful; not just the Membership Chair
- Be on time and prompt to meetings
- Members are encouraged to attend District and State meetings
- Members should try to attend at least one Federation function per club year
 - Participation will enable to better understand our total organization, gain knowledge, obtain information and acquire new friendships
- Vote as you think best; not as others do, speak up during discussion, not afterwards, accept the majority rules and stay free of criticism
- Learn the basics of parliamentary procedure
 - Knowing how to address the Chair, how to make a motion, etc., will enable you to understand how we function, and will make you feel at ease and comfortable in participating at meetings

PJWC Conflict of Interest Policy

All Board, committee and general members of this organization shall disclose all real or apparent conflict of interests that they discover or that have been brought to their attention in connection with this organization's activities.

A conflict of interest arises whenever the personal or professional interests of a member are potentially at odds with the best interests of the nonprofit organization, PJWC. Because public confidence is imperative to the overall health and structural functioning of this nonprofit organization, PJWC will take the necessary steps to avoid even the appearance of impropriety.

- No member of the Plainfield Junior Woman's Club shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation from the organization.
- Each individual shall disclose to the organization any personal interest which he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matter.
- At the discretion of the PJWC Board or a committee thereof, a person with real or apparent conflict of interest may be excused from all or any portion of discussion or deliberations with respect to the subject of the conflict.
- A member of the PJWC Executive Board or a committee thereof, who, having disclosed a conflict of interest, nevertheless shall be counted in determining the existence of a quorum at any meeting in which the subject of the conflict is discussed. The minutes of the meeting shall reflect the individual's disclosure, the vote thereon, and the individual's abstention from participation and voting.
- Any member of the Board, any Committee, or general member shall refrain from obtaining any list of clients for personal or private solicitation purposes at any time during the term of their affiliation.
- At this time, I am a board member, committee member, or an employee of the following organizations:

An individual Board member or a committee or general club member who believes that she or an immediate member of her immediate family might have a real or apparent conflict of interest must abstain from:

- Participating in discussions or deliberations with respect to the subject of the conflict . Using her personal influence to affect deliberations
- Making motions
- Voting
- Executing agreements
- Taking similar actions on behalf of the organizations where the conflict of interest might pertain by law, agreement or otherwise

Plainfield Junior Woman's Club Document of Agreement

I _____

(Print your first and last name)

- have read and understand the requirements and responsibilities of the Plainfield Junior Woman's Club membership including the conflict of interest policy,
- agree to promptly inform the board upon the occurrence of each event that could potentially result in my involvement in (or implication in) a conflict of interest and
- am aware that by signing this document of agreement I will pledge my loyalty to PJWC by adhering to the requirements and responsibilities including prompt payment of annual dues

Member signature

Dated

For Internal Use Only

Was Payment Attached?

Payment Method:

Notes: