

# Local Immediate Past President

After your presidential term of hard work and dedication to your Local Chapter, you have accumulated an incredible amount of knowledge, experience and new skills.

These experiences could make you an easy choice to efficiently run the Local Chapter next year, but as the Immediate Past President, you are no longer the leader. You must allow the opportunity for your successor to acquire the same knowledge, experience and skills you did as Local President.

## FROM LEADER TO GUIDE

1. **Advise discreetly:** After finishing your role as Local President, while you are stepping out of the spotlight, you are taking on another crucial role. Be mindful that the new Local President has a lot to learn, so share your advice discreetly but do not impose or take over. It may feel natural for you to step in when challenges arise, but you must let the new Board learn from experience, just as you did.
2. **Mission first:** Just as when you were Local President, you can help ensure all activities are aligned with the JCI Mission by guiding members and giving advice. Use the diplomacy skills you gained as President to suggest ideas, but let others take the lead.
3. **Be a role model:** The new Local President will need your help in serving as a role model for new and existing members. Step in as a mentor to provide advice to new members as they embark on their JCI journey.
4. **Facilitate the transition:** After the new Board of Directors is elected, schedule handover meetings with the old and incoming boards. Guide the transition between officers to ensure continuity. Schedule a separate meeting with the incoming President. Share all documents and ensure the person understands and is ready to continue leading all existing plans including the plan of action, strategic plan and any ongoing initiatives. Ensure the incoming President is registered on the national website ([www.usjaycees.org](http://www.usjaycees.org)) and is aware of their administrative duties on the local, state, national and international levels.
5. **Assist with protocol and procedure:** Sit next to the new President at local meetings to assist with parliamentary procedure or any other needs.
6. **Respect the new President:** During your guidance, avoid making direct comparisons between the current year and previous years. Each leader will have their own unique style, strengths and goals. It is your job to support and respect them just as they did for you.
7. **Fulfill your responsibilities:** As Immediate Past President, you are still part of the board and have constitutional responsibilities. You are accountable to the current President and must fulfill the duties assigned by them. Be available for strategic planning. Your long-term view of the organization will be vital to that process.

## SERVE AS GENERAL LEGAL COUNSEL

In many Local Organizations, the Immediate Past President serves as General Legal Counsel (GLC). The primary duty of the GLC is to ensure that the Local Chapter complies with its Constitution at all times. The Local Constitution is the most important document for a Local Chapter. When faced with disputes or challenges, the Board should turn to the Constitution to guide the members to a resolution. Make sure you are very familiar and comfortable with the Local Constitution so you can confidently monitor all actions.

As GLC, you should also know the National and International JCI Constitutions. It is your responsibility to propose any Constitutional amendments necessary to keep the local rules in alignment. While it's important for the Constitution to remain up to date, decisions to change it should not be taken lightly. Always consider the long-term implications of any rule set. See the Local Constitution Action Guide for more details.

## BE A COMMUNITY AMBASSADOR

Relative to your term as Local President, you will now find that you have fewer responsibilities and more time. With your in-depth experience and knowledge of JCI, this additional time allows you to represent JCI in the community. Work closely with the Vice President(s) for External Affairs to feed new external contacts that you make to the appropriate committee for follow-up, such as for partnerships, needs analysis or membership growth.

Community engagement allows you to:

- Learn about other groups active in the community and find possibilities for collaboration or partnership.
- Monitor JCI's profile and reputation externally. An external perspective on your organization is important tool for improvement and evaluation.
- Discover which community needs are perceived as most relevant by the public.
- Find best practices from other organizations and groups.
- Become known to prospective members. The more people you meet, the more people will know and become an advocate for JCI.
- Know your competition. Avoid overlapping events and initiatives that are too similar to existing projects. By knowing what others are doing for the community, you will gain insight into what still needs to be done.
- Be represented in umbrella groups. Investigate if there are any consortiums of nonprofits or young professional organizations in your community. It is important for JCI to be represented in these groups to achieve our goal of being the leading organization of young active citizens.
- Form a relationship with your local chamber of commerce and local municipality. Your community leaders represent resources for community needs analysis and alliances you can leverage during your project actions.

## LOOKING TO THE FUTURE

This role is not a step back but a step forward in your JCI career. At this point, your opportunities are endless. You can use this year as a time to explore the possibilities of national or international leadership in JCI. Your role as a community ambassador will allow you to see all the opportunities to continue helping your community and representing JCI even after your JCI career comes to an end. But even after you've graduated from a Local Board of Directors role, you can also choose to return to work on local projects and committees to stay directly involved with the community improvement your Local Chapter creates. Continue to use what you've learned as you create positive change in new ways.