



LOTS 2009

MISSOURI JAYCEES' *Local Officer Training School*

January 3, 2009

Lincoln University Campus - Jefferson City, Missouri

8:00 a.m. – 5:30 p.m.

REGISTRATION FORM

Chapter Name:	Contact Person:	Contact's Phone:
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Participant's Name	Office or Position	Participant's Name	Office or Position
1.		6.	
2.		7.	
3.		8.	
4.		9.	
5.		10.	

REGISTRATION FEE (includes lunch): \$15.00 EARLY* \$20.00 LATE or ON-SITE

**EARLY REGISTRATIONS MUST BE POSTMARKED ON OR BEFORE December 20, 2008.*

NUMBER ATTENDING: _____	TOTAL DUE & ENCLOSED: \$ _____
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Make checks payable to the Missouri Jaycees and mail to: **MISSOURI JAYCEES**

**222 E. Dunklin St. #100
Jefferson City, MO 65101-3127**



Cancellations received after January 1, 2009 will not be refunded, however, they are transferable.

For more information, please contact Executive Director Joe Jerkins at jjerkins@mojc.org or (573) 634-2321.



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OVERALL AGENDA

8:00 a.m. - 8:30 a.m. *Registration Open* **Lobby**
8:30 a.m. - 9:25 a.m. *General Session: Planning for Success!* **Rm. 206**

<u>Training Module</u>	<u>9:30 a.m.</u>	<u>10:45 a.m.</u>	<u>Classroom</u>
Effective Meetings, Communication & PR	Group 1	Group 2	Rm. 216
Project Management	Group 2	Group 3	Rm. 215
Membership Recruitment & Dues Billings	Group 3	Group 4	Rm. 214
Activation of Members & ID Programming	Group 4	Group 1	Rm. 213

12:00 p.m. - 12:55 p.m. *Lunch / National Trainer's Remarks* **Rm. 206**

<u>Training Module</u>	<u>1:00 p.m.</u>	<u>2:15 p.m.</u>	<u>Classroom</u>
Effective Meetings, Communication & PR	Group 3	Group 4	Rm. 216
Project Management	Group 4	Group 1	Rm. 215
Membership Recruitment & Dues Billings	Group 1	Group 2	Rm. 214
Activation of Members & ID Programming	Group 2	Group 3	Rm. 213

3:30 p.m. – 4:40 p.m. *Officer Expectations – Bringing it all Together!*

* Local Presidents.....Rm. 216	* Secretaries & Treasurers Rm. 213
* Community VP's & DirectorsRm. 215	* Membership VP's & Directors Rm. 214
* Business/Mgmt VP's & DirectorsRm. 206	* Individual VP's & Directors Rm. 206

4:45 p.m. - 5:30 p.m. *Closing Session* **Rm. 206**

DIRECTIONS TO LINCOLN UNIVERSITY:

Take Highway 50 East after crossing the Hwy 54 Bridge from the North. Proceed on Hwy. 50 East through several traffic signals, turning Right onto Monroe Street. Make first Left onto E. Dunklin St. Drive approx. 6 blocks to the Lincoln University Campus. Proceed through the 4-way stop (at Lafayette St.). Look for Martin Luther King Hall on the right side of the road, before your next stop sign. Parking is free.

