



# JCI Barbados

## 2019 Plan of Action

# INTRODUCTION

## Accelerating transformation for greater IMPACT!

2019 will continue to be a year of transformation for JCI Barbados (JCIB). Our 2018-2020 JCI Barbados Strategic Plan outlined a three-year vision which involved the alignment of all activities to achieve sustainable impact through collective action of active citizens across local communities. Through its first year, the plan has seen tremendous growth within the organisation and it is therefore expected that we will build on our progress thereby spring boarding towards even greater impact.

This document aligns with the JCI West Indies 2019 Plan of Action, and in turn the 2019-2023 JCI Strategic Plan. It outlines how JCI Barbados will continue the transformation of the organization through the use of partnerships within our community in an effort to unite all sectors of the society.

## CORE PHILOSOPHY

In our changing climate, creating sustainable impact within our communities will compel us to utilize more creative approaches and to be more perseverant than ever before. Through this change in methodology, we must remember our theoretical underpinnings outlined in our mission and vision and shared throughout 5000 communities in over 120 countries.

### Our Vision

To be the leading global network of young active citizens.

### Our Mission

To provide development opportunities that empower young people to create positive change.

### Our Values

That faith in God gives meaning and purpose to human life;  
That the brotherhood of man transcends the sovereignty of nations;  
That economic justice can best be won by free men through free enterprise;  
That government should be of laws rather than of men;  
That earth's great treasure lies in human personality;  
And that service to humanity is the best work of life.



JCI Barbados will continue to review current practices to ensure that we are advancing our goal of accelerating impact within our communities.

- Align local processes with JCI best practices
- Implement projects that are evaluated to assess relevance to our community
- Expand the deployment and reach of the Active Citizen Framework

### Action Steps

- Create and circulate a Project Chairperson's Training Manual ("Manual") which will be developed and reviewed on an annual basis
- Include the Active Citizen Framework™ ("ACF") within the Manual so that Project Chairpersons are fully aware of how JCI projects are implemented
- Ensure that project proposals align with the ACF
- Train JCI Impact for all members
- Conduct presentations on the Global Goals/Sustainable Development Goals (SDGs)
- Evaluate life spans of all projects (current and new)

### Expected Outcome

JCI Barbados will achieve sustainable impact by running projects which are relevant to the Barbadian society and that are aligned to the SDGs and follow the ACF.

# MOTIVATE

JCI Barbados will inspire young people to seize opportunities in which they can create positive change.

- Increase committed and motivated active citizens in the organisation
- Increase the quantity of committed male members in the organisation
- Ensure efficient and well-prepared succession planning process

## Action Steps

- Create an engagement plan and mentorship program where mentors reach out to mentees personally and follow up on membership attendance
- Maintain JCI Career Map and Rewards Program for members to track their journeys and paths through the organization
- Accentuate the social aspect of organization to develop a spirit of camaraderie among members and sense of belonging for all members
- Create and maintain JCI Barbados Calendar for members and board members to ensure that everyone is updated on each JCIB activity
- Implement Grievance Committee to help with Conflict Management/Resolution
- Host more gender-focused activities to attract more males to the organisation
- Identify potential successors from July/August to ensure seamless handover process and successful transitions
- Present 2020 Plan of Action before the end of the year

## Expected Outcome

JCI Barbados will create an environment in which persons are engaged and motivated to create positive change. The organisation prides itself on its esteemed membership which is comprised of a set of core members with innovative and diverse skill sets and expertise, and to whom we will interact with to provide mentorship to young active citizens on their journey.

# INVEST

JCI Barbados will ensure viability and sustainability of the organization by investing in our financial and human resources.

- Receive Chapter and project sponsorship
- Review returns on investment(s)
- Diversify financial portfolio by obtaining other investment options
- Provide training for members in areas where they require skills development

## Action Steps

- Provide JCI Official and Personal Development training sessions for members based on their needs
- Host a minimum of two fundraising ventures during the administrative year
- Review the existing Partnership Proposal to ensure relevancy and update project overviews with appropriate, high-quality pictures
- Maintain record of Corporate Barbados' budget preparation timelines to optimize the outcome of sponsorship requests
- Investigate and undertake new investment opportunities
- Establish fundraising committee that will be dedicated to executing short and long-term activities/events to raise funds for the Chapter

## Expected Outcome

JCI Barbados will focus heavily on this pillar, devising a financial plan which ensures the sustainability of the organization for future years. We will engage in several fundraisers to provide funding for our projects and equally ensure that our members have the requisite tools to be changemakers in their societies.

# COLLABORATE

JCI Barbados will foster a collaborative culture among recognised NGOs and with varying partners/sponsors.

- Establish partnerships with entities which have a Memorandum of Understanding (MoU) with JCI at the International level
- Establish partnerships with like-minded organisations within Barbados
- Foster partnerships with other regional JCI Chapters and stakeholders

## Action Steps

- Identify and list organisations JCIB should partner with
- Create MoUs with organisations to formalize partnerships at local level
- Partner with other NGOs and Non-Profit organisations for various projects
- Participate in regional projects and fundraisers
- Strengthen collaborative efforts with JCI Chapters within JCI West Indies

## Expected Outcome

JCI Barbados will engage and develop partnerships with like-minded organisations and/or entities to expand mutual impact.

# CONNECT

JCI Barbados will foster strong networks between members and their communities, and among JCIB, other local organisations and the National Organisation.

- Enhance visibility within the Barbadian community
- Expand and strengthen connections throughout the organization
- Share ideas and knowledge with other NGOs both locally and regionally

## Action Steps

- Create specialised training sessions to promote marketing/photography skills, creation of press releases, JCI branding etc. to advance the skill sets of members and promote the JCI brand
- Maintain a Public Relations Committee under the direction of the Vice President of External Affairs or Public Relations Director to share the various responsibilities to ensure efficient branding
- Update the JCI Barbados website monthly
- Strengthen relationships with various media houses
- 'Tag' members, partners and sponsors in various social media posts to increase post reach
- Share best practices, knowledge and talent with other Local Organisations
- Engage in local and regional twinning agreements with organisations that we identify as having best practices and those to whom we can lend assistance and mentorship.

## Expected Outcome

JCI Barbados will establish stronger networks and communication between members, its communities, other local organisations and its National Organisation. JCI Barbados will enhance its visibility locally, regionally and internationally by promoting its members who exemplify the JCI brand in their daily lives.

# CONCLUSION

On the path to the fulfillment of our 2020 strategic vision, JCI Barbados will continue to put members first and to encourage them to seek opportunities within their communities, social groups and professional environments in an effort to create positive change.

The plans of the incoming Executive Board of Directors will align to this Plan of Action and hence to the local and international Strategic Plans. Through careful planning, commitment and hard work, 2019 will continue along the trend of transformation; but this will only be possible with you, our members, partners and sponsors. We will depend on you for ideas input, and the creativity in their execution. Through your donations of time and resources, you will directly influence our success, for which we will be most grateful.

On behalf of the 2018 Board of Directors and the Strategic Planning Committee, it is our sincere wish that this document be used to guide the planning and execution of the upcoming activities as we seek to [accelerate transformation for greater IMPACT](#).

Yours in JCI,



**Deryka Sobers**  
2018 Local President  
JCI Barbados (West Indies)

## Appendix A: 2019 Plans of Action

### Executive Vice President

<b>Name:</b>	<b>Michael Mayers</b>	
<b>Objective:</b>	Align to the JCI Barbados Strategic Plan 2018 - 2020, with a main focus on IMPACT; which ensures sustainable impact through projects which are relevant to the Barbadian society, aligned to the Sustainable Development Goals and follow the Active Citizenship Framework.	
<b>Strategy:</b>	<ol style="list-style-type: none"> <li>1) Ensure the success and sustainability of existing projects through a focus on sponsorship and the project committees/chairpersons.</li> <li>2) Enhance project execution and overall efficiency of the organization through effective communication among Board officers and members.</li> <li>3) Evaluate the project ideas from the 2018 Brainstorming session to identify a possible project to execute in the near future.</li> </ol>	
<b>Action Steps</b>		<b>Target</b>
<ol style="list-style-type: none"> <li>1.1) Success &amp; Sustainability through Sponsorship               <ol style="list-style-type: none"> <li>a. Work with VP External to devise attractive sponsorship packages to ensure sponsors are afforded the necessary benefits.</li> <li>b. Review, edit and approve all project related correspondence to external parties in order to ensure efficiency and clarity of request.</li> </ol> </li> <li>1.2) Success &amp; Sustainability through Project Committees/Chairpersons               <ol style="list-style-type: none"> <li>a. Conduct Chairperson interviews with President to assess members and provide advice as the first step in their preparation for the role.</li> <li>b. Conduct a Chairperson Training Session to ensure chairpersons are prepared and empowered for their role.</li> <li>c. Complete the development of the Project Chairperson Training Manual &amp; Outline to enable this document to be shared after the Chairperson Training Session.</li> <li>d. Review and revise Plans of Action as necessary to ensure current and future projects continue to align with the JCI Active Citizen Framework (ACF) and Sustainable Development Goals (SDGs) by collaborating with Chairpersons and committee members.</li> <li>e. Oversee and provide guidance to the committees</li> </ol> </li> </ol>		Jan - Dec 2019

<p>throughout the year; strategize and implement measures to ensure full cooperation from committee members.</p> <p>f. Ensure that all interim projects are assigned a Chairperson within two (2) months prior to the presentation of the Plan of Action to General Assembly.</p>	
<p>2) Execution and Efficiency</p> <p>a) Maintain an efficient and effective method for project updates.</p> <p>b) Work with SG to maintain an active projects calendar with dates of committee meetings and other project related activities.</p> <p>c) Monitor the portfolios of the Vice Presidents and ensure adequate reporting and documentation is done in accordance with best practices.</p> <p>d) Provide quarterly updates and communicate any deficiencies to the President and Board of Directors, or as deemed necessary.</p>	Jan - Dec 2019
<p>3) Project ideas from Brainstorming Session</p> <p>a) Work with the President and Board to evaluate the project ideas from the Brainstorming Session and any other relevant sessions.</p> <p>b) If possible, implement one of the ideas in 2019 or prepare an interim POA for execution in 2020.</p>	Jan - Dec 2019

*M Mayers*

**Michael Mayers**  
2019 Executive Vice President  
JCI Barbados (West Indies)

## Vice President, External Affairs & Public Relations

<b>Name:</b>	Kizwauna Miller	
<b>Objective:</b>	To maintain the image of JCI Barbados on our social media platforms and advance the presence of the local organisation within our communities.	
<b>Strategy:</b>	<p>1) Be creative and innovative with content which displays the JCI Brand and introduce motion content (videos) to our social media platforms.</p> <p>2) Review and revise the marketing strategy to ensure it remains effective and attractive to prospective members and stakeholders.</p> <p>3) Maintain relationships and collaborations with current NGOs and seek after other opportunities which will impact the organization positively.</p> <p>4) Build on relationship with existing sponsors.</p> <p>5) Establish an innovative and sustainable fundraiser which will aid the Chapter in being self-sufficient in handling household matters over the long term.</p>	
<b>Action Steps</b>		<b>Target</b>
<b>Public Relations</b> <ul style="list-style-type: none"> <li>a) Work with PR team to introduce video content to our social media pages.</li> <li>b) Ensure all content posted is consistent with and accurate to the JCI Brand.</li> <li>c) Ensure all promotional material of events executed under other arms of JCI Barbados (Internal Affairs and Projects) are appropriately branded and effectively marketed.</li> <li>d) Maintain monthly flyers which highlight upcoming events, international and regional events as well as the birthdays of members.</li> <li>e) Work closely with EVP to continue execution of JCI Barbados app.</li> </ul>		Jan – Dec 2019
<b>Marketing</b> <ul style="list-style-type: none"> <li>a) Review and update marketing strategy as necessary.</li> <li>b) Identify at least two (2) new marketing opportunities.</li> <li>c) Coordinate at least three (3) press releases in the local newspaper and at least two (2) TV/radio interviews for the local organisation.</li> <li>d) Assist VP Internal with outfitting chapter with JCI branded apparel.</li> </ul>		Jan – Dec 2019
<b>Sponsorship</b> <ul style="list-style-type: none"> <li>a) Review and update partnership proposal as necessary.</li> <li>b) Seek sponsorship for fundraising events which benefit the local organisation.</li> <li>c) Ensure relationship with JCI Legacy Sponsors is maintained via active communication with direct contacts, display of the</li> </ul>		Jan – Dec 2019

<p>company's logo on the relevant poster and invites to the local organisation's Annual Awards and the specific project.</p> <p>d) Assist VP Internal in acquiring additional partners for Membership Card.</p>	
<p><b>Collaboration</b></p> <p>a) Maintain collaborations with NGOs.</p> <p>b) Partner with other NGOs at least 3 times a year to execute a joint project, seminar and/or fundraiser.</p> <p>c) Strengthen relationship with other NGOs via invitation to at least one (1) session hosted by JCI Barbados.</p>	<p>Jan – Dec 2019</p>

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**Kizwauna Miller**

2019 Vice President, External Affairs & Public Relations  
JCI Barbados (West Indies)

## Vice President Internal Growth & Development

<b>Name:</b>	Trishtanne Gittens	
<b>Objective:</b>	To sustain active members to 45 and recruit persons who are best fit to the organization; thereby increasing members to a total of approximately 70 persons by the end of the administrative year.	
<b>Strategy:</b>	<p>1) Participate in the JCIWI 100% Efficiency Programme.</p> <p>2) Oversee the Membership Growth &amp; Development Committee.</p> <p>2) Implement social, recruitment and retention programmes geared towards increasing membership benefits and local awareness of the JCI Barbados chapter.</p> <p>3) Collaborate with existing local NGOs to achieve an overall impact towards the Barbados Development Goals.</p>	
<b>Action Steps</b>		<b>Target</b>
1) Participate in the JCIWI 100% Efficiency Programme. a) Meet deadlines set by JCIWI for submission of requested documents and reports.		Jan - Dec 2019
2) Oversee the Membership Growth & Development Committee. a) Organize outreach activities and socials, all training activities and JCI official training sessions, open day sessions for recruitment of prospective members and create a framework to re-activate the Junior Jaycees program. b) Coordinate the Ten Outstanding Young Persons (TOYP) Project. c) Champion the Local Debating and Public Speaking series to attract members' participation and enhance our participation at National and International events. d) Work with the Chair of the Committee to coordinate a training series that prepares members for the debating and public speaking series. e) Prepare training reports for all training sessions.		Jan - Dec 2019
3) Social, Recruitment and Retention Programmes. i) Develop innovative activities that encourages genuine interactions with the younger potential members at primary and secondary schools, college and university. ii) Initiate bespoke programs within 3 local schools that promote what being an active citizen is about. Long term goal: Junior Jaycees potential. iii) Recruitment Campaign - Liaise with VP External & PR team to enhance the overall awareness of the JCI Barbados		Jan – Nov 2019

<p>chapter via online mediums, exhibitions and the local ministry of education.</p> <p>iv) Work with VP External to advocate membership benefits to wider community.</p> <p>b) Recruitment</p> <p>i) Develop the Each One Bring Two Initiative – prospective and inactive members to events.</p> <p>ii) Create an active Whatsapp group chat for all prospective members.</p> <p>iii) Recruitment Campaign - Liaise with VP External to be advertised at business fairs, exhibitions, Barbados Community College, BIMAP, Polytechnic, Freshers Week at UWI, Cave Hill and The Ministry of Education.</p> <p>iv) Work with VP External to advocate membership benefits to wider community</p> <p>c) Retention</p> <p>i) To continuously promote the membership card which gives discounts to members at various outlets across the island and incorporate specials with members within the organisation who have a local business to join as an Entrepreneurship venture.</p> <p>ii) Update and maintain member directory and incorporate personalised information such as an updated birthday &amp; special anniversaries.</p> <p>iii) Assess the personal development needs of members and communicate with EVP to align training sessions that meet those needs</p> <p>vi) Work with Chair of Membership Growth &amp; Development committee to plan socials for members and coordinate community outreach activities to encourage internal participation and build the comradery amongst current members</p> <p>vii) Maintain strong relations with members</p> <p>ix) Suggestion box at the end of each GA for members to voice their opinions</p> <p>x) Work with VP External to advocate membership benefits to members</p> <p>xii) Act as liaison officer and coordinate the Barbados Delegation to National and International JCI events</p>	
<p>4) Collaboration with other NGOs. Liaise with VP External and EVP to create a stronger relationship with other existing local NGOs to enhance the overall awareness towards the Barbados Development Goals.</p> <p>i) Invite the wider local NGOs to JCI activities and in return support them with their existing initiatives.</p>	<p>Jan – Dec 2019</p>

ii) Liaise with the Ministry of Youth arm, assisting them with their existing projects and invite them to our JCI activities such as Barbados Leadership Academy.	
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*Trishtanne Gittens*

**Trishtanne Gittens**

2019 Vice President Internal Growth & Development  
JCI Barbados (West Indies)

## Secretary-General

<b>Name:</b>	Rashida Beckles	
<b>Objective:</b>	To assist in the accurate record keeping of the JCI Barbados Chapter. To promote healthy & engaging communication amongst the Board and between members of the organization.	
<b>Strategy:</b>	<ol style="list-style-type: none"> <li>1) Participate in the JCIWI 100% Efficiency Programme.</li> <li>2) To keep the minutes of local meetings, reproduce them and send them to members in a timely fashion.</li> <li>3) To maintain the filing system for correspondence, minutes, records and project details</li> </ol>	
<b>Action Steps</b>		<b>Target</b>
1) Participate in the JCIWI 100% Efficiency Programme <ol style="list-style-type: none"> <li>a) Meet or exceed deadlines set by JCIWI for submission of requested documents and reports</li> </ol>		Jan - Dec 2019
2) Oversee the historical records of the Local Organization and update/maintain them accordingly <ol style="list-style-type: none"> <li>a) Ensure minutes are written accurately and in a tidy and timely manner</li> <li>b) Prepare agendas for all General Assembly meetings and ensure all notices are circulated at least 2 weeks prior to the meeting</li> <li>c) Agendas &amp; supporting documents will be circulated at least 1 week before meetings where possible (including a diverse, budget friendly refreshment roster)</li> </ol>		Jan – Nov 2019
3) Maintain calendar for President and Board <ol style="list-style-type: none"> <li>a) Ensure that JCI protocols are adhered to on internal and external communications</li> <li>b) Keep a close watch on email correspondence and projected activities of committees</li> <li>c) Follow up on various meeting decisions and officer responsibilities</li> <li>d) Create a schedule which all members can access that shows all upcoming JCIB planned events &amp; supporting activities</li> </ol>		Jan – Dec 2019
4) Work with EVP to deliver relevant training, such as on minutes and correspondence. <ol style="list-style-type: none"> <li>a) Assist Project Chairpersons in preparing Plan of Actions and Final Reports for presentation</li> </ol>		Jan - Dec 2019



**Rashida Beckles**

2019 Secretary-General  
JCI Barbados (West Indies)

## Treasurer

<b>Name:</b>	Gillian Greenidge	
<b>Objective:</b>	To ensure that the Chapter's financial obligations are met in a timely manner, while upholding the highest standard of independence, integrity and transparency, and offering any financial advice to help the Chapter succeed from strategy through execution.	
<b>Strategy:</b>	<ul style="list-style-type: none"> <li>4) To maintain accurate and transparent financial statements of the Chapter and provide financial reports as needed.</li> <li>5) Ensure member dues are paid in a timely manner.</li> <li>6) Produce an effective Budget plan to satisfy the demands and various needs of the Chapter.</li> <li>7) Research new investment opportunities and monitor the existing investment option.</li> <li>8) Participate in the JCIWI 100% Efficiency Programme.</li> <li>9) Revamp the Traveler Club program and increase membership.</li> <li>10)Oversee the fundraising committee.</li> <li>11)Maintain a petty cash system.</li> <li>12)Work closely with EVP to deliver training on budget preparation and basic record keeping during the chairpersons' training.</li> <li>13)Ensure the Chapter's obligations are met in a timely manner.</li> </ul>	
<b>Action Steps</b>		<b>Target</b>
1) To maintain accurate and transparent financial statements of the Chapter and provide financial reports as needed. <ul style="list-style-type: none"> <li>a. Maintain the current accounting model utilized and use any other functionalities that would assist with record keeping.</li> <li>b. Produce a Balance Sheet Statement for the financial year.</li> <li>c. Ensure transactions are recorded in a timely manner.</li> <li>d. Maintain a filing system for all records.</li> <li>e. Ensure chairpersons transfer all finances and financial records in a timely manner.</li> <li>f. Prepare and present quarterly reports to General Assembly..</li> </ul>		Jan - Dec 2019
2) Ensure members' dues are paid in a timely manner. <ul style="list-style-type: none"> <li>a. Membership dues are collected in the first quarter.</li> <li>b. Follow up with members to settle outstanding dues.</li> </ul>		Jan - Dec 2019
3) Produce an effective Budget plan to satisfy the demands and various needs of the Chapter.		Jan - Dec 2019
4) Research new investment opportunities and monitor the existing investment option. <ul style="list-style-type: none"> <li>a. Research other prospective investment options.</li> <li>b. Quarterly updates to be given at General Assembly on current investments.</li> </ul>		Jan - Dec 2019

5) Participate in the JCIWI 100% Efficiency Programme. a. Meet deadlines set by JCIWI for submission of requested documents.	Jan - Dec 2019
6) Revamp the Traveler Club program and increase membership. a. Research and implement new innovative ideas for the Travelers Club so that it can attract more members to join.	Jan - Dec 2019
7) Oversee the fundraising committee. a. Work with the committee to develop new fundraising projects. b. Ensure that at least two fundraising events are held during the year.	Jan - Dec 2019
8) Maintain a petty cash system. a. Keep track of all payments made.	Jan - Dec 2019
9) Work closely with EVP to deliver training on budget preparation and basic record keeping during the chairpersons' training. a. Provide support and guidance to chairpersons and their committee as it relates to preparing project budgets and maintaining accurate financial records.	Jan - Dec 2019
10) Produce an effective Budget plan to satisfy the demands and various needs of the Chapter.	Jan 2019
11) Ensure the Chapter's obligations are met in a timely manner. a. Quick turnaround time for cheque request, receipts and reimbursements. b. Respond to any member requests within 3 to 5 business days. c. Ensure all financial reports are presented in a timely manner.	Jan - Dec 2019

**Gillian Greenidge**  
2019 Treasurer  
JCI Barbados (West Indies)

## Immediate Past President/General Legal Counsel

<b>Name:</b>	Deryka Sobers	
<b>Objective:</b>	To provide guidance and support to the Board of Directors throughout the 2019 administrative year, ensuring that all activities are aligned to the mission and vision of the Chapter. To ensure that meetings are facilitated in accordance with the constitution and maintain legality at all times. To maintain the JCI Career Mapping & Rewards Programme.	
<b>Strategy:</b>	<ol style="list-style-type: none"> <li>1) Review of the 2016 Revised Constitution</li> <li>2) Assist with protocol and procedures</li> <li>3) Facilitate transition from Old Board to New Board</li> <li>4) Assist President and Executive Vice President with the planning of 2019 Leadership Academy</li> <li>5) Chairman of the Nominations Committee</li> <li>6) Chairman of the Awards &amp; Recognition Committee</li> <li>7) Maintain JCI Career Mapping &amp; Rewards Programme</li> <li>8) Engage, revive and grow the JCI Barbados Senate</li> <li>9) Structure initiatives under the Twinning Agreement</li> <li>10) Explore new opportunities for twinning with other Local Organisations</li> </ol>	
	<b>Action Steps</b>	<b>Target</b>
	1) Update and circulate revised JCI Barbados constitution for adoption	Aug 2019
	2) Assist with protocol and procedures i) Create a Handover Procedures Manual	Jan – Dec 2019
	3) Facilitate the transition of portfolios from Old Board to New Board	Dec 2018 – Jan 2019
	4) Assist President and Executive Vice President with the planning of 2019 Leadership Academy	Sept 2019
	5) Chair the Nominations Committee	Nov 2019
	6) Chair the Awards & Recognition Committee	Jan – Dec 2019
	7) Maintain the JCI Career Mapping Program i) Utilise Career Map to identify the “Members of the Quarter” for both Executive and Individual members.	Jan – Dec 2019
	8) Engage, revive and grow the JCI Barbados Senate	Feb – Aug 2019
	9) Twinning Agreement i) Strengthen ties with French West and explore the option of a collaborative project ii) Establish formal MOUs with our twins	Jan – Dec 2019

10) Explore new opportunities for twinning with other Local Organisations. i) Share project ideas and best practices between JCI Barbados and other Chapters within the West Indies.	Jan – Dec 2019
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**Deryka Sobers**

2019 Immediate Past President and General Legal Counsel  
JCI Barbados (West Indies)

## Appendix C: 2019 Projects List

No.	Projects and Fundraisers	Expected Execution
1	Safe & Sober	March – September
2	Leadership Academy	June – September
3	Mathfanatix	July 2019 – June 2020
4	Sip & Dye: A Wine and Tie-Dye Affair	July – November
5	JCIB Anniversary Cruise	February – June
6	Crop Over Bar	June – August
7	Annual Awards Ceremony	September – December

1. **Safe & Sober** – In its third year of execution, the Safe & Sober project was created as a means of promoting and encouraging the safe use of public roads, especially during the Crop Over season. The project also includes various self-defence classes throughout the season so persons can learn how to defend themselves.
  
2. **Leadership Academy** – A whole day symposium dedicated to empowering attendees through informative sessions on how to be a successful leader, how to manage others, and to manifest the power to motivate other persons. The Academy also functions as a networking event, connecting attendees with JCI Leaders, entrepreneurs, and other influential leaders.
  
3. **Mathfanatix** – Teaching program to address the declining performance in mathematics scores from students who sat the 11+ common entrance examination. This is currently an ongoing project being done in conjunction with Signia Financial Inc. and RBC Capital Markets.
  
4. **Sip & Dye: A Wine and Tie-Dye Affair** – This fundraising event is in its third year of execution. It combines the creativity of tie-dyeing various clothing materials with the ambience of a wine and cheese tasting. Some of the proceeds of this fundraiser goes towards the JCI Barbados Travel Club, the Annual Awards Ceremony, and the Administrative costs of the chapter.
  
5. **Anniversary Cruise** – In an effort to create innovative and sustainable fundraising projects, JCI Barbados will be hosting an inaugural fundraising cruise on board a glass bottom to celebrate our 62<sup>nd</sup> Anniversary under the guidance of the Fundraising Committee. Some of the proceeds of this fundraiser goes towards the Annual Awards Ceremony and the Administrative costs of the chapter.
  
6. **Crop Over Bar** – The Crop Over bar is a fundraising initiative which will be executed during our festival. The aim is to have a stall/bar at crop over event(s) hosted by the NCF or private entities which retails both soft and alcoholic beverages. The execution of the fundraiser is dependent on obtaining the necessary license and permissions. All funds raised will be injected into the chapter. It is intended at some point that members can benefit from part proceeds of the fundraiser once they actively participate in the event.
  
7. **Annual Awards Ceremony** – Highlighting members and sponsors who have greatly contributed to the Chapter in 2019 and installation of the 2020 Board of Directors. Various categories of awards will include Board Member of the Year, Member of the Year and other special awards and prizes.

## Appendix D: Special Board Committees

- 1) **Fundraising Committee** – This Committee reports to the Treasurer and will be tasked with implementing innovative and sustainable fundraising events to contribute finances to the Chapter and our projects, which ensures the sustainability of the organization for future years.
- 2) **Membership Growth & Development Committee** – This Committee reports to VP Internal Growth & Development and will be tasked with engaging our members through training sessions, socials, outreach activities, and coordinating Public Speaking & Debating Competitions. This Committee will also embark on new membership recruitment initiatives such as hosting open day sessions to educate prospective members about JCI Barbados, which will also assist with reactivating the junior Jaycees program in schools.
- 3) **Awards & Recognition Committee** – This Committee will serve a dual role. Firstly, to focus on award submissions to Area C, National Convention & World Congress which will hone and develop members' writing skills and secondly qualifying members for the JCI Career Map & Member of the Month/Quarter to recognize members for their outstanding contributions to the organization.

## Appendix E: Budget

<b>JCI Barbados Budget for the Year 2019</b>			
<b>All Figures in Barbados Dollars (BBD\$)</b>			
		<b>Balance as at 22 Jan 2019</b>	
<b>ACCOUNT BALANCES</b>			
Dues Account	BBD	105.08	
Project Account	BBD	596.60	
Savings Account	BBD	35,377.36	
Travellers club Account	BBD	2,427.43	
Consolidated Finance Fixed Deposit Account	BBD	6,579.81	
<b>Account Balances</b>		<b>BBD</b>	<b>45,086.28</b>
<b>ESTIMATED</b>			
<b>INCOME</b>		<b>2019</b>	<b>Account</b>
1 Dues (Present members & new members)	BBD	6,750.00	Dues
2 Joining fees	BBD	300.00	Dues
3 Fundraising Projects	BBD	20,480.00	Projects
4 Investment returns	BBD	195.00	Investment
5 Sponsorship	BBD	27,000.00	Projects
<b>Total Income</b>		<b>BBD</b>	<b>54,725.00</b>
<b>EXPENDITURE</b>			
			<b>Account</b>
6 JCI West Indies Dues	BBD	4,950.00	Dues
7 Membership Materials	BBD	450.00	Dues
8 Socials	BBD	400.00	Dues
9 Projects	BBD	30,650.00	Projects
10 Training & Development	BBD	630.00	Dues
11 Conventions	BBD	6,290.00	Dues
12 NOM Assigned Officer, International Officers	BBD	2,600.00	Dues
13 PR, Marketing & Recruitment	BBD	3,512.90	Projects
P.O. Box Rental	BBD	260.00	Dues
C.G.I Public Liability Insurance	BBD	350.00	Projects
Senatorship Programme	BBD	1,500.00	Dues
<b>Total Expenditure</b>		<b>BBD</b>	<b>51,592.90</b>
<b>SURPLUS/ (DEFICIT)</b>		<b>BBD</b>	<b>3,132.10</b>
		<b>BBD</b>	<b>54,725.00</b>
<b>Overall Total = Total Income - Total Expenditure + Surplus</b>			
<i>For further information, please contact Gillian Greenidge at treasurer@jcibarbados.com</i>			

## Appendix F: Payment Plan for Dues

There are two payment schedules currently in place:

1. **Annual (one- time payment of \$150), and**
2. **3 Month Payment Plan (3 payments of \$50 = \$150).**

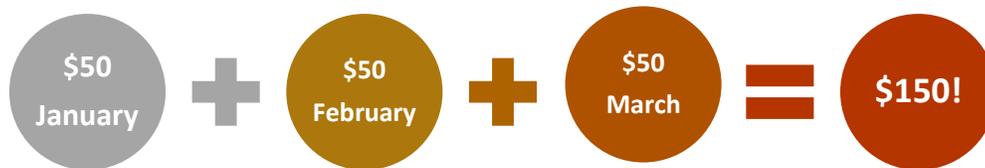
Please note that in the monthly scenario, dues must be paid at the beginning of the respective period. There will be a \$10 late fee for dues paid after March 31, 2019.

Examples of the payment plan options are provided below.

### 1. One Time Payment Plan



### 2. 3 Month Payment Plan



### New Members

Persons who become inducted during 2019 will pay a \$20 joining fee and receive the payment options of a lump sum or monthly payments. These options will be calculated on a case by case basis. New members inducted in the last quarter will be allowed to rollover their dues into the next year provided they make a full dues payment.

# Appendix G: 2019 Schedule of Activities

## January 2019

6	Board Meeting
12	Mathfanatix Term 2
19	Board Training
21	Road Trip/Picnic
24	International Day of Education
31	JCIB Annual General Meeting

## February 2019

4	World Cancer Day
9	JCI Project Management
14	Karaoke Lime & Social (Aeon Bar)
16	Community Outreach- Food Bank Donation
23	Mini Fundraiser

## March 2019

1	Zero Discrimination Day
8	International Women's Day (PR Campaign)
9	Board Meeting
15	Open Day Session 1
20	International Day of Happiness (PR Campaign)
21	JCIB General Assembly
30	Project Chairpersons Training

## April 2019

2	World Autism Awareness Day
6	Easter Tie Dye & Kite Flying- Kid's Edition
7	United Nation's World Health Day
13	Island Safari
20	Basic Spanish Classes
22	Earth Day
27	JCI Impact

## May 2019

4	Board Meeting
9	JCIB General Assembly
12	Mother's Day
15	International Day of Families
15	JCI Conference of the Americas – Mendoza, Argentina (May 15-18, 2019)
25	CPR Training

## June 2019

1	JCI Achieve
5	World Environment Day
8	Open Day Session 2
14	World Blood Donor Day
15	Safe & Sober Self-Defence Class
26	JCIB 62 <sup>nd</sup> Anniversary
29	JCIB 62 <sup>nd</sup> Anniversary Cruise
TBA	Safe & Sober Zone

## July 2019

6	Mathfanatix Closing Ceremony
7	Board Meeting
13	Public Speaking Training
15	World Youth Skills Day
18	JCIB General Assembly
30	International Day of Friendship
TBA	Safe & Sober Zone

## August 2019

3	Crop Over Bar
7	JCI Presenter
12	International Youth Day
15	Public Speaking Competition & Debating Championship
24	Community Outreach
31	Inter NGO Sports & Fun Day
TBA	Safe & Sober Zones

## September 2019

1	Board Meeting
5	International Day of Charity
7	Leadership Academy
8	International Literacy Day
14	Mathfanatix 2019 Term 1
19	JCIB General Assembly
21	International Day of Peace
21	World Clean-up Day (Let's Do It Campaign)
21	Sign Language Classes
23	International Day of Sign Languages

### KEY:

Projects	Community Outreach
Training	Meetings and Conferences
Socials	Fundraising Event/Activity

**October 2019**

5	World Teacher's Day
6	Board Meeting
9	JCI West Indies Convention – Trinidad (Oct 9 – 13, 2019)
10	World Mental Health Day
19	Community Outreach- Senior Citizens Home
26	Social – Island Safari/Old Time Bus Ride
29	Public Relations Training Session
	Mini Fundraiser TBA

**November 2019**

4	JCI World Congress – Tallinn, Estonia (November 4-8)
9	JCI Admin
14	World Diabetes Day
16	Sip & Dye: A Wine and Tie-Dye Affair
20	Universal Children's Day
21	JCIB General Assembly – Induction, Open Caucus and Elections
30	53 <sup>rd</sup> Anniversary of Independence

	Celebrations
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**December 2019**

1	Old Board/New Board Meeting
3	International Day of Persons with Disabilities
5	International Volunteer Day- Volunteering Activity (Food Bank Donation)
7	Christmas Cheer- Visit to Children's Home
11	JCI Active Citizen Day
15	Annual Awards Ceremony/Christmas Party

*Please note that the United Nations Days above do not necessitate an activity undertaken by General Assembly. In 2019, most (if not all) of these days will be recognized through social media campaigns to bring awareness.*



Visit [www.jci.cc](http://www.jci.cc) to learn how young people are working to create positive change.



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