

**Japan Exchange & Teaching Program  
Alumni Association of Hawaii**

**JETAA Hawaii**



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(Last Update December 15, 2019)

## **ARTICLE I - OFFICIAL NAME**

Japan Exchange & Teaching Program Alumni Association of Hawaii (JETAA Hawaii)

## **ARTICLE II - GEOGRAPHICAL BOUNDARIES**

JETAA Hawaii encompasses the City and County of Honolulu (Island of O‘ahu), County of Maui (Islands of Maui, Lāna‘i, Moloka‘i, and Kaho‘olawe), County of Hawai‘i (Island of Hawai‘i), and the County of Kaua‘i (Islands of Kaua‘i and Ni‘ihau).

## **ARTICLE III - MISSION STATEMENT**

We are dedicated to the continuous advancement of the JET Program through volunteerism and to provide our past, present, & future JET participants support, camaraderie, and the opportunity to give back to their community.

## **ARTICLE IV - OBJECTIVES**

- i. To assist the Japanese Consulate of Honolulu in promoting the JET Program each year.
- ii. To provide a medium for former JET participants and the greater JET community to stay in touch and to gather.
- iii. To support the local and international communities through volunteerism and/or participation in cultural, educational, and charitable events.
- iv. To serve as a resource for the local and international communities and organizations.
- v. To serve as a resource for currently active JETs, JET alumni, and the greater JET community.
- vi. To help provide a link between cultural and educational organizations, the Japanese community, local community, JET alumni, and other JETAA chapters.
- vii. To promote international awareness.
- viii. To carry out our objectives through the fiscal period from April 1<sup>st</sup> - March 31<sup>st</sup>.

## **ARTICLE V - MEMBERSHIP**

JETAA Hawaii welcomes all former JET participants from all backgrounds. Membership is obtained by filling out the official JETAA Hawaii membership form. Application must be received and confirmed by a current JETAA Officer. The protocols for approval and outreach to new members will be documented in the JETAA Hawaii Executive Board Handbook. JETAA Hawaii members are able to vote for the Executive Board and participate in JETAA Hawaii events. JET alumni who are not registered are not considered JETAA Hawaii members, and therefore are not entitled to the rights and privileges of membership.

## **ARTICLE VI - EXECUTIVE BOARD**

The JETAA Hawaii Executive Board shall consist of one (1) President, one or two (1 or 2) Vice-President, one (1) Secretary, one (1) Treasurer, up to two (1 or 2) Events Coordinators, and up to two (1 or 2) Media Directors. Each Executive Officer on this Board will hold a minimum term, in one position, of two years, with three years maximum, in addition to a two month transition period at the end of their term. The duties of the Executive Board members will be documented in the JETAA Hawaii Executive Board Handbook.

The President reserves the right to appoint (after conferring with and coming to an agreement with the other Board members) a JETAA Hawaii member to fill a vacant position during the middle of the fiscal year (April 1- March 31), if that position has not already been filled after the last election, or if a position should be vacated by an officer for any reason whatsoever.

## **ARTICLE VII - BOARD OF ADVISORS**

A Board of Advisors, which includes past officers who have completed their minimum two (2) year term may be called upon to advise, counsel, and guide the current officers. Any updates and amendments to the Chapter Bylaws must be approved by a quorum constituting of at least two (2) members of the Board of Advisors. Changes must thereafter be announced to the general membership.

## **ARTICLE VIII - ELECTIONS**

The JETAA Hawaii elections shall take place when there are available positions, with preferably no more than three (3) Executive Board positions to be up for elections at one time, as to stagger the vacancies and to provide continuity to the Chapter. The election will serve to fill any open position left vacant due to the departure of an officer(s), or due to a change in position(s) on the Executive Board as authorized by the President. Nominations to fill any open position in the election will be accepted from April, and the election itself shall take place in May. Members may nominate themselves for a position up for election. Any possible conflicts of interest due to outside affiliation with another similar or related organization shall be reviewed by the current Executive Board of Officers and the Board of Advisors. The new officers will begin their term from June 1st, of the same year. After the new Executive Board term begins, there will be a transition period of two months in order to assist the new Board members adapt to their positions. After the transition period, the outgoing Executive Board members will be invited to join the Board of Advisors.

Guidelines and rules for the elections:

- i. Only JETAA Hawaii Members are eligible to run and/or vote in the elections.
- ii. All votes are held in the strictest of confidence by the officer(s) in charge of the elections.

- iii. The list of nominees, voting directions, notification of election rules and voting deadline dates (per Hawaii Standard Time), and announcements of winners shall be conducted by one (1) Executive Officer, usually the Vice President or an appointed officer whose position is not up for election.
- iv. Any sign of misconduct such as a vote fraud will result in the permanent loss of membership.
- v. Winners are based on the majority votes received from all eligible votes casted.
- vi. In the event of a tie, the Executive Officers will be called upon to evaluate each candidate in terms of length of year as a member, involvement as an active member, and the qualities that each candidate can potentially bring to enhance the Executive Board and JETAA as a whole.
- vii. A candidate/officer cannot be currently employed by the Japanese Consulate General of Hawaii.

#### **ARTICLE IX - AMENDMENTS**

All proposed amendments must be submitted in writing to the Secretary at least eight weeks prior to the elections held in May. All propositions will be reviewed by the current Executive Officers and the Board of Advisors for a decision by majority vote as to whether it should be included on the election e-ballot for a vote by the membership. If included on the ballot, like the election of officers, only JETAA Hawaii members may vote on the issues at hand. Changes must thereafter be announced to the general membership.