

# Whiddon-Rogers Education Center

## Career Peers Bylaws

### ARTICLE I: NAME & PURPOSE

**Section A: Name** – The name of this club shall be Career Peers.

**Section B: Purpose** – The purpose of the club shall be to:

1. *Promote career development and planning for the junior and senior class.*
2. *Provide mentoring opportunities between students and local professionals from Broward Social Network's Career Mentors of Youth (C.M.O.Y.).*
3. *Offer career training to student participants through bi-weekly educational meetings and monthly field trips.*
4. *Educate students on various career pathways and postsecondary options.*

### ARTICLE II: MEMBERSHIP

**Section A: Eligibility** - Membership shall be open to all interested high school students at Whiddon-Rogers Education Center. Students are free to join the club during any point of the school year and shall be expected to maintain appropriate attendance in their classes to participate in club field trips.

### ARTICLE III: OFFICERS

**Section A: Officers** – The officers shall be a President, Vice-President, and Secretary.

**Section B: Eligibility** – Officers must be high school students.

**Section C: Election** – The officers shall be elected by ballot at the second meeting of the fall semester by a majority of the vote cast for that office.

**Section D: Term** – The officers are expected to serve for one year and their term of office shall begin at the commencement of the fall semester.

**Section E: Vacancy** – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a special election.

## **ARTICLE IV: DUTIES OF OFFICERS**

**Section A: President** – It shall be the duty of the President to:

- Preside at meetings alongside the club advisor
- Represent the club and Whiddon-Rogers at career related events as a campus escort
- Coordinate career programming and service projects alongside the club advisor

**Section B: Vice-President** – It shall be the duty of the Vice-President to:

- Preside in the absence of the President alongside the club advisor
- Act as chairperson of committees alongside the club advisor

**Section C: Secretary** – It shall be the duty of the Secretary to:

- Record attendance at the meetings
- Maintain a current roster of membership
- Assist in coordination and promotion of career related campus functions

## **ARTICLE V: PROGRAMS**

**Section A: Meetings** – Regular meetings shall be held bi-monthly during the regular school year.

**Section B: Field Trips** – Trips will be taken each month to educate students on various career options. Trips will include the Broward Technical Colleges, professional offices, and job fairs.

**Section C: Mentorship** – Student's will be paired with a professional mentor from Broward Social Network's Career Mentors of Youth (C.M.O.Y). This program will allow them to learn from working professionals, and obtain a deeper understanding of certain job functions and how to obtain a career in their field of interest.

## **ARTICLE VI: EXECUTIVE COMMITTEE**

**Section A: Responsibility** – Management of this club shall be vested in the club advisor responsible to the entire membership to uphold these bylaws.

**Section B: Membership** – This committee shall consist of the officers as listed in Article III and the faculty advisor.

**Section C: Meetings** – This committee shall meet at least once a month to organize and plan future activities.

## **ARTICLE VII: ADVISOR**

**Section A: Selection** – The Vocational & Career Advisor shall be the club advisor

**Section B: Duties** – The responsibilities of the advisor shall be to:

- Facilitate and coordinate all club meetings, field trips, and programs.
- Match club members to professional mentors.
- Maintain an awareness of the activities and programs sponsored by the student club.
- Meet on a regular basis with the committee of the student club to discuss upcoming meetings, events, and plans.
- Explain and clarify policies and procedures that apply to the club.
- Report club activities to campus administration.
- Inform club members of those factors that constitute unacceptable behavior on the part of the club members, and the possible consequence of said behaviors.

## **ARTICLE VIII: COMMITTEES**

**Section A: Program Committee** – A program committee composed of the Vice-President as chairperson and four other members to assist with the set-up and break down of career related programming.

**Section C: Special Committees** – Special committees shall be created as necessary.