ONE STEP AHEAD

The JCI monthly newsletter for National Officers - May 1995

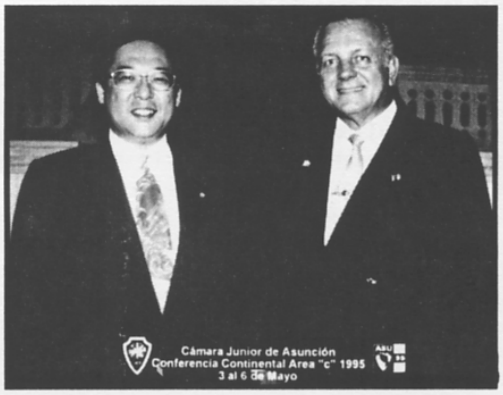
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AREA C CONFERENCE HIGHLIGHTS

Asuncion, Paraguay, was the site of the 1995 JCI Area C Conference. More than **550** delegates attended the four-day meeting of discussions, training, parties, friendship shared by members from **32** countries.

Highlights of the Conference were the PRIME Course in Spanish (**45** participants) and in Portuguese (**32** participants), the EXCEL Course in Spanish (**31** participants), and the Mercosur Conference and Business Forum. Antonio Erman Gonzalez—member of the National Congress in Argentina and past Minister of Finance and Tourism—was the keynote speaker. He introduced the rules and opportunities of Mercosur (South American Trade Agreement between Argentina, Brazil, Paraguay and Uruguay). Later, three outstanding members—1990 JCI President Jorge Suncar from Dominican Republic, 1991 JCI President Reginald Schaumans from Belgium, and 1977 JCI Vice President Yassuo Imai from Brazil—served as panelists. They held discussions and answered questions about free trade and trade agreements worldwide. A seminar on business improvement and free trade trends followed the forum.

General Assembly approved **Pereira** (Colombia) as the site of the 1997 Area C Conference.



Juan Carlos Wasmosy, (here with JCI President David Oji) President of the Republic of Paraguay attended the Area C Conference opening ceremony and later in the week hosted JCI President David Oji and JCI Officers at his office at the Government Building.

CHAPTER MANAGEMENT TRAINING TOP-NOTCH TOOL FOR NOM OFFICERS

There is a new, free training seminar available from the JCI World Headquarters on Chapter Management Training. This set of 10 sessions (one hour or less each) will help you give chapter officers the administrative qualities and management skills training they need.

The manual comes with detailed instructions for the trainer on (1) how to organize the sessions, (2) which topics to cover, (3) games and activities to use, and (4) participant handouts. The handouts include 19 "Local Action Guides," describing in detail the responsibilities of every leadership position at chapter level.

Adding to the effectiveness of the seminar (but not essential) are 30 transparencies, also available from JCI World Headquarters for a cost of US$30.

If you are planning to conduct some local management sessions, be sure to request your free copy of the "Chapter Management Training Manual" from the JCI World Headquarters.

1995 MEMBERSHIP CARD PROGRAM

Thousands of members already received their 1995 Membership Card and can proudly show it as a proof of membership to JCI. But there as still many members who don't even know that they are entitled to receive their card.

The National Organizations of Korea, India, Germany, Republic of China, Philippines, France, Finland, Denmark, Netherlands, Switzerland, Belgium, Brazil, Tunisia, Thailand, Colombia, Sweden, New Zealand, Ireland, Ecuador, Norway, Turkiye, and Togo received blank cards from JCI in April, and will print the names of the members at the National Secretariat.

The National Organizations of Malaysia, Hong Kong, Australia, Canada, Nigeria, Pakistan, Dominican Republic, Italy, Panama, Paraguay, Dutch Caribbean, Iceland, Mauritius, Estonia, South Africa, Singapore, Peru, Gabon, Suriname, Kenya, Monaco, Botswana, and Luxembourg will send (some already did so) the names of the members and JCI will print the cards at the World Headquarters and send them back to the National Secretariat.

In all other countries, JCI sent out a Membership Card Form, asking the chapters to fill out the names of their members and send it back to JCI for printing. The cards, after being printed will be sent back to the chapter.

So, if you see or know any member who doesn't have his or her 1995 Membership Card, please contact your National Organization or JCI World Headquarters.

FROM THE BOARD OF DIRECTORS



This column is open to any member of the 1995 JCI Board of Directors who wishes to express his or her opinion to the National Officers and other leaders of Junior Chamber International. Please send your article to the JCI World Headquarters.

"RICHNESS OF THE HEART"
—Teresa Alberto, 1995 JCI Vice President

During the Kobe World Congress I had the great honor to be elected JCI Vice President assigned to Hong Kong, Indonesia, Japan, Macau, ROC, and Pacific. The enriching experiences I gained traveling to these countries will stay with me for the rest of my life. During my journey to Hong Kong, Macau, and Japan, I discovered the selfsame richness in the hearts of members. Although unique in their own ways, they all were eager to express ideas, ask questions, and share knowledge. Any fears I had of language or cultural barriers disappeared as I met members from each NOM.

I was very touched by members who shared their money, time, and efforts to benefit the "Kobe Relief Fund." Their commitment and concern showed at every function I attended in Hong Kong, where a blue box was passed for contributions. Unselfish Junior Chamber volunteers in Kobe worked long, hard hours and developed a shield of patience, endurance, and tolerance. Every member in 759 chapters has contributed food, time, and care. The President of Kurashiki Junior Chamber promoted his theme for this year, "Richness of the Heart," expressing what is most needed today—giving.

"Richness" is at the core of Junior Chamber. Our members worldwide face different challenges, but we share a similar philosophy, and we see each other's point of view even when we disagree.

I was glad for the opportunity to share in events and conduct basic courses in Hong Kong and Kurashiki, and I look forward to visiting chapters not yet visited by a JCI officer. I want to reach out to as many members as possible, spreading Junior Chamber principles and always staying ***One Step Ahead***.



FROM THE NATIONAL PRESIDENTS



This column is open to any 1995 National President who wishes to express his or her opinion to other National Officers and to the leaders of Junior Chamber International. Please send your article to the JCI World Headquarters.

CONTINUITY OF PURPOSE
—Ewen T. Mackie, 1995/1996 President, Junior Chamber Scotland

Greetings from Scotland, host country of the 50th JCI World Congress! We in Scotland recognize the need for a strong focus. Accordingly, we have addressed *continuity of purpose* in our 1995 Plan of Action, which embraces a five-year program covering various areas of national activity.

In chapter membership development, we will campaign under the slogan "1000 by 2000." Our NOM will introduce a "road show" focused on recruitment, visiting chapters and promoting the creation of new chapters in targeted areas. We also want to develop satellite chapters (extensions of a major metropolitan chapter) that will eventually become independent chapters.

Our NOM made a radical reappraisal of our member training programs. Using the five-year idea, we envision a pyramid structure beginning with basic training modules for new members. The pyramid culminates in attendance at the JCS Leadership Academy to be inaugurated March 1996. Reasoning for the restructuring of training is threefold.

First, it provides a training plan for members, each year building on completed modules, matching training to the experience level of the members. This method will gradually develop leaders who will be ready to guide the organization when they graduate from the Training Academy.

Second, by introducing the three-year program of modules to new members, we reinforce a membership commitment of three years. To ensure training maintains high quality, we will use our JCS trainers and outside trainers for a variety of styles.

Third, by having a structured training program we believe we have a tangible asset to "sell" to businesses. We expect business to recognize the potential of a structured training program in Junior Chamber for their employees, thus supporting recruitment and attracting sponsorship.

Combining our recruitment drive, restructured training, and establishing stronger alignment with the business community, we expect to improve the quality of the organization in every area. We are laying the foundation of a very exciting program for 1995 and the new millennium.

I look forward to seeing you all in Glasgow in November!

SECRETS OF GOOD CONVERSATION

Adapted from an article by Larry King published in "Bottom Line Personal" January 15, 1995

As a National Officer, you will be involved in many conversations with members, chapter officers, authorities, community leaders, etc. Making a good and positive impact on them requires some conversational skills that can and should be learned. Here are some techniques from one of the world's best-known celebrity interviewers—Larry King, host of CNN TV's nightly Larry King Live. He is the author of *How to Talk to Anyone, Anytime, Anywhere: The Secrets of Good Conversation* published by Crown Publishers, Inc., 201 E. 50 St., New York, NY 10022. Tel. 1 (800) 733-3000; price: US$20.

Making conversation with someone you have just met doesn't have to be awkward or difficult. Whether you are in a professional or social setting, the key is to ask engaging questions pay attention to what the other person is saying and respond to what's being said to keep the conversation going.

Over the course of my 37-year career as an interviewer, I have had the chance to observe many great conversationalists. I have also developed my own techniques to keep conversations going.

☺ **Break the ice with a warm topic.**

Open with a cliché, and don't worry that it might sound dull. Clichés are terrific conversation starters, because they are subjects to which everyone can relate.

You cannot go wrong if you pick topics like the weather, movies or any subject that interests most people. Other good universal topics include sports, pets and children.

☺ **If you are shy, say so.**

Nothing beats honesty when you are trying to break the ice. If you are feeling awkward, use it to advance the conversation. Telling someone you have just met that you are shy is disarming and creates empathy.

☺ **Pick up the pace by asking open questions.**

This type of question prompts discussion, because it can't be answered with a simple *yes* or *no*. Since answers will be longer, you will have an opportunity to notice other things that are being said to keep the conversation going. Ask *why, what do you think, or what if. . .*? and you give the other person the opportunity to continue the conversation.

☺ **Show sincere interest.**

When someone else is speaking, most people spend that time planning what they themselves are going to say next. This is not only impolite, it can cause you to miss important information.

Listening is just as important to good conversation as talking—maybe even more important. I never met a good conversationalist who wasn't a good listener . . and I have never learned much while I was talking.

Instead of rehearsing your next clever line while the other person is talking, focus on your genuine response to what he is saying. Challenge yourself to come up with questions about the points the person has raised.

Listening is also a way to show respect for others. Let other people know that you are paying attention to what they are saying by making eye contact frequently. This is harder to do than most people realize. When there are people moving all about, it is easy to let your eyes drift around the room. But doing that gives the impression that you are looking for someone more interesting to talk to, or that what is being said is not holding your interest.

On the other hand, staring relentlessly into someone's eyes will also make him uncomfortable. It is fine to take your eyes off the person briefly when it's your turn to talk.

☺ **Develop a broad outlook.**

All the best talkers have this characteristic in common. They don't just talk about themselves. In fact, they rarely use the word *I* in conversation. They know a little bit about a lot of subjects, and they are curious about everything.

Make a point of expanding your awareness beyond just your personal concerns. Get to know people of many different backgrounds. Find out what they think, and carefully consider their questions. Read a variety of opinions about a wide range of issues. Challenge yourself to think about things in new ways.

You will become more interesting to others and you will find them more interesting as well.

☺ **Don't judge others in advance.**

Whenever I start an interview, I suspend judgment about the person across from me. Coming to conclusions about people before you have even spoken to them—either because of what you have heard or the way they look—shuts down your curiosity and prevents you from learning something new.

Conversation is always surprising, but you have to put aside your expectations in order to be surprised.

☺ **End a conversation gracefully.**

Breaking away from a conversation is often more difficult that starting one. After bonding with someone, most people hesitate to interrupt when they need to move on because they feel it will hurt the other person's feelings.

The fact is that there will come a point in any conversation when you have to end it—either to see other people or simply because you have run out of things to say.

Making such a move doesn't have to be hard. You just need a great excuse.

The key to leaving a great impression when ending a conversation is to make the excuse in a polite, friendly and unapologetic way . . and then leave.

JCI PRESIDENT'S TRAVEL

MAY

25–29 At home

JUNE

29–05 Korea–Area B Conference
06–11 France–Area D Conference
11–14 France–Personal holidays
14–16 England–Personal holidays
16–21 United States–National Convention
21–24 United States–Personal holidays
24–25 United States–S. Carolina–Official visit
26–01 United States–Coral Gables–Midyear Executive Committee Meeting

JULY

01–03 West Indies–Official visit
03–05 Suriname–Official visit
05–07 Colombia–Official visit
07–09 Panama–Official visit
09–11 El Salvador–Official visit
11–13 Mexico–Official visit
14–16 At home
16–23 Japan–Kitakami–JCI Academy
23–30 At home

AUGUST

31–03 Kenya–Official visit
03–06 South Africa–Official visit
06–08 Mauritius–Official visit
08–10 Sri Lanka–Official visit
10–13 Thailand–Official visit
13–16 Hong Kong–Official visit
16–18 Macau–Official visit
18–23 United States–New York–GALS The JCI United Nations 50th Anniversary Conference
24–04 At home

CONTENT OF THE MAY 15 MAILING:

- ❑ 100% Efficiency Chart
- ❑ Directory updates
- ❑ Quarterly Financial
- ❑ Financial Analysis Memo
- ❑ Congress Registration Form
- ❑ Success Through Enterprise
- ❑ One-Hour Seminar–Project Planning

TENTATIVE CONTENT OF THE JUNE 15 MAILING:

- 100% Efficiency Chart
- 100% Efficiency rules
- Directory updates

DEADLINES AND EVENTS

MAY 27

Last day for receipt at JCI World Headquarters of:

- Proposals to amend the Constitution
- Proposals for new awards
- Requests for Development Fund grants

MAY 31

Last day for receipt of applications from National Organizations to conduct seminars at the 1995 World Congress

JUNE 1–4

1995 Area B Conference in Cheju, Korea

JUNE 7–10

1995 Area D Conference in Strasbourg, France

JUNE 26–29

JCI Midyear Executive Committee Meeting at the World Headquarters

JUNE 30

Deadline for additional membership declaration, including all members affiliated after October 31, 1994

JULY 15–23

8th JCI Academy in Kitakami and Yokohama, Japan

JULY 28

Last date for receipt of General Resolutions for consideration at the 1995 JCI Glasgow World Congress

AUGUST 7

- Last day for receipt at JCI World Headquarters of nominations of candidates for international office in 1996
- JCI Headquarters circulates proposed Constitutional amendments with recommendations of the Executive Committee and the Constitutional Amendments Review Committee.
- JCI Headquarters circulates General Resolutions received.

AUGUST 17

JCI Headquarters circulates list of candidates for 1996 office in Junior Chamber International.

AUGUST 19–23

Global Affairs Leadership Seminar (GALS)–The JCI United Nations 50th Anniversary Conference in New York, N.Y., commemorating the 50th Anniversary of the United Nations

Junior Chamber International

1995 - 100% Efficiency Program - As of May 15, 1995

National Organizations	Directory Information Dec. 31 = 10 Jan. 31 = 7 Feb. 28 = 5	Training & Program Directors Train. & Prog. = 10 Training only = 7 Programs only = 5	Plan of Action Jan. 31 = 10 Feb. 28 = 7 Mar. 31 = 5	Budget Jan. 31 = 10 Feb. 28 = 7 Mar. 31 = 5	Membership Registration Jun.30&Oct.31 = 10 Jun. 30 only = 7 Oct. 31 only = 5	Dues Payment Apr.15&Sep.15 = 10 April 15 only = 7 Sept. 15 only = 5	Awards Judge or Entry Conf. & Cong. = 10 Conference = 7 Congress = 5	Newsletter 3 Issues = 10 2 Issues = 7 1 Issue = 5	Officers' Training Before Oct. 31 NOM & LOM = 10 NOM only = 7 LOM only = 5	Growth 3%/1000 = 10 2%/500 = 7 1%/300 = 5	Total
Argentina	xxxx	xxxx	xxxx	xxxx							
Australia	10	10	10	10		7					47
Austria	10	10	10	10							40
Bahamas	xxxx	xxxx	xxxx	xxxx							
Belarus	10	xxxx	xxxx	xxxx		7					17
Belgium	10	10	10	10		7		10			57
Benin	10	10	10	10		7			10		57
Bermuda	10	xxxx	5	5							20
Bolivia	10	10	10	10		PP					40
Botswana	10	10	10	10		PP		5			45
Brasil	7	10	7	10		7					41
BJC	10	10	10	10							40
Burkina Faso	5	5	7	7							24
Cameroun	10	7	xxxx	xxxx		PP					17
Canada	10	7	xxxx	xxxx		pp		5			22
Chile	10	xxxx	xxxx	xxxx							10
ROC	10	7	10	10				5			42
Colombia	10	10	10	10		PP					40
Congo	xxxx	xxxx	xxxx	xxxx		7					7
Costa Rica	xxxx	xxxx	xxxx	xxxx							
Cote D'Ivoire	10	10	10	xxxx		PP		5			35
Czech Republic	xxxx	xxxx	xxxx	xxxx							
Denmark	10	10	10	10		7		10			57
Dutch Caribbean	10	10	10	10		7					47
Ecuador	10	10	10	10		PP					40
Egypt	10	xxxx	xxxx	xxxx							10
El Salvador	7	10	10	10		PP					37
España	10	10	10	10		7		5			52
Estonia	10	xxxx	10	xxxx		7					27
Fiji	10	10	10	xxxx							30
Finland	10	10	10	10		7		10			57
France	10	10	10	10		7		5			52
Gabon	10	xxxx	xxxx	xxxx		PP					10
Germany	10	xxxx	10	10				5			35
Ghana	10	10	10	10							40
Greece	10	10	xxxx	xxxx							20
Guineé	10	xxxx	xxxx	xxxx		PP					10
Honduras	10	xxxx	xxxx	xxxx							10
Hong Kong	10	10	10	10		7		5			52
Hungary	10	10	10	10		7		5			52
Iceland	10	10	10	10		7					47
India	10	10	10	10		PP			10		50
Indonesia	7	7	10	xxxx							24
Ireland	10	10	10	xxxx		7					37
Italy	10	10	10	10		7		5			52
Japan	10	10	10	10		7		10			57
Kenya	10	10	10	10		7		7			54

National Organizations	Directory Information Dec. 31 = 10 Jan. 31 = 7 Feb. 28 = 5	Training & Program Directors Train. & Prog. = 10 Training only = 7 Programs only = 5	Plan of Action Jan. 31 = 10 Feb. 28 = 7 Mar. 31 = 5	Budget Jan. 31 = 10 Feb. 28 = 7 Mar. 31 = 5	Membership Registration Jun.30&Oct.31 = 10 Jun. 30 only = 7 Oct. 31 only = 5	Dues Payment Apr.15&Sep.15 = 10 April 15 only = 7 Sept. 15 only = 5	Awards Judge or Entry Conf. & Cong. = 10 Conference = 7 Congress = 5	Newsletter 3 Issues = 10 2 Issues = 7 1 Issue = 5	Officers' Training Before Oct. 31 NOM & LOM = 10 NOM only = 7 LOM only = 5	Growth 3% /1000 = 10 2%/500 = 7 1%/300 = 5	Total
Korea	10	10	10	xxxx		PP					30
Latvia	10	xxxx	xxxx	xxxx		7					17
Lithuania	10	xxxx	xxxx	xxxx							10
Luxembourg	10	xxxx	xxxx	xxxx							10
Macau	7	7	7	5							26
Madagascar	10	10	10	10							40
Malawi	xxxx	xxxx	xxxx	xxxx							
Malaysia	10	10	10	10		7					47
Malta	10	10	xxxx	xxxx							20
Maroc	xxxx	xxxx	xxxx	xxxx		PP					
Maurice	10	10	10	10		7		7			54
Mexico	10	10	10	10							40
Monaco	10	10	xxxx	xxxx		7					27
Mongolia	xxxx	xxxx	xxxx	xxxx							
Nepal	10	10	10	10		PP		5			45
Netherlands	10	10	10	xxxx				7			37
New Zealand	10	10	10	10		7		5			52
Niger	xxxx	xxxx	xxxx	xxxx							
Nigeria	10	10	10	10		PP		7			47
Norway	10	xxxx	10	10		7					37
Pacific	xxxx	xxxx	xxxx	xxxx							
Pakistan	10	10	10	10		7		5	10		62
Panama	10	10	10	10				7			47
Paraguay	10	10	10	10		7					47
Peru	10	10	10	10		7					47
Philippines	10	10	10	10		PP		10	10		60
Poland	10	10	10	10							40
Puerto Rico	xxxx	xxxx	xxxx	xxxx				5			5
Rep. Dominicana	10	10	10	10		PP			10		50
Romania	10	xxxx	xxxx	xxxx							10
Russia	10	xxxx	10	10							30
Scotland	10	10	xxxx	xxxx							20
Senegal	5	10	xxxx	xxxx							15
Singapore	xxxx	xxxx	xxxx	xxxx							
South Africa	10	10	10	10		7		5	10		62
Sri Lanka	10	10	10	10		PP					40
Suriname	10	10	10	10		7					47
Sweden	10	10	10	10		7		5			52
Switzerland	10	10	5	5		7		5			42
Thailand	10	10	10	10		7					47
Togo	5	10	5	xxxx							20
Tunisia	10	10	10	10							40
Turkiye	10	10	10	10				5			45
United States	10	10				PP					20
Uruguay	xxxx	xxxx	xxxx	xxxx							
Venezuela	10	10	10	10							40
West Indies	10	10	10	10		PP					40
Zaire	5	xxxx	xxxx	xxxx							5
Zambia	10	7	10	10		PP					37
Zimbabwe	10	10	10	10		PP		5			45