

# SAMPLE SCRIPT FOR JCI LOCAL ORGANIZATION INDUCTIONS

## 6:00 PM SHARP

**MC:** *JCI Members and delegates, friends, ladies and gentlemen, a pleasant evening to all of you. Welcome to the \_\_\_\_ Induction and Turnover Ceremonies of JCI \_\_\_\_\_.*

Marc Brian Lim 10/1/14 10:13 PM

**Comment [1]:** The Master of Ceremonies or MC should be a JCI Member.

*Dinner is already being served, and guests may now proceed to the buffet stations.*

Marc Brian Lim 10/1/14 10:05 PM

**Comment [2]:** Dinner can be served prior to the start of the program to save time.

*But while everyone is enjoying their dinner, let us proceed to the Leadership Excellence Awards.*

Marc Brian Lim 10/1/14 10:05 PM

**Comment [3]:** Awards given to the LO by the outgoing president may be given at this time. Again, to shorten the program.

*May we now call on JCI \_\_\_\_\_  
Outgoing President \_\_\_\_\_ and  
201\_ Secretary General \_\_\_\_\_ to  
hand out the Leadership Excellence Awards.*

Marc Brian Lim 10/1/14 10:07 PM

**Comment [4]:** The name of the awards is up to you.

**MC:** *The Leadership Excellence Awards are being given to outstanding JCI \_\_\_\_\_ Members for the year 201\_ that have showed unparalleled dedication to the tenets of the JCI and contributed immensely to the success of the chapter in 201\_.*

*The first award is given to \_\_\_\_\_.*

**(Mention all the recipients to go on stage).**

**MC:** *Let us give all our awardees a warm round of applause.*

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## 8:00 PM SHARP

**MC:** Ladies and gentlemen, we hope that you enjoyed the dinner we have prepared for you.

The \_\_\_\_\_ Induction and Turnover Ceremonies of JCI \_\_\_\_\_ is about to start.

But before we officially begin, let us all rise for the, National Anthem, the JCI Values, Prayer, and Mission that we shall recite in unison and with conviction.

**(National Anthem, JCI Values/Prayer/Mission)**

**MC:** At this juncture, may we call on President \_\_\_\_\_ to call this \_\_\_\_\_ Induction and Turnover Ceremonies to order.

**President:** By the power vested in me as President of JCI \_\_\_\_\_, I hereby call this \_\_\_\_\_ Induction and Turnover Ceremonies to order. (Bang the gavel 3x).

**MC:** Ladies and Gentlemen, welcome to \_\_\_\_\_ City, I am (MC states his/her name), your host for tonight!

We are truly honored with your presence here tonight, and let me say that all the officers, members, and even the baby JCI Members of our chapter have worked very hard to ensure the success of tonight's event.

Let us not waste a moment longer, to get the program started, may we call on JCI Member \_\_\_\_\_ for the Acknowledgment of Guests and Visiting JCI Chapters.

**JCI Member:** **(Acknowledgement of guests)**

Marc Brian Lim 10/1/14 11:03 PM

**Comment [5]:** Preferably, the acknowledgment of guests should be given to a senior JCI Member.

Do not acknowledge guests as they arrive as this will disrupt the flow of the program.

Marc Brian Lim 10/1/14 11:13 PM

**Comment [6]:** Proper pronunciation of the guest names is very important. If you are not sure, make sure to ask.

Also make sure that the names are written legibly on the attendance sheet.

The NP need not be acknowledged. He or she may be acknowledged as: "Our Guest of Honor & Speaker, who shall be properly introduced later."

**MC:** To formally welcome us to the Province/City/Municipality of \_\_\_\_\_, may we call on our visionary and hardworking Governor/Mayor, \_\_\_\_\_ the Honorable \_\_\_\_\_!

**(Local executive delivers his/her welcome address)**

Thank you sir/maam for welcoming our guests and dignitaries to tonight's event. Let us all give Governor/Mayor \_\_\_\_\_ another round of applause.

Kindly stay on the stage sir as we call on our President \_\_\_\_\_ and Secretary General \_\_\_\_\_ to award our plaque of appreciation.

**(Plaque of Appreciation is awarded to the local executive)**

**MC:** **(Read citation of the plaque of appreciation as it is being awarded)**

**MC:** Tonight, his/her term as president will formally end. To give his valedictory speech, may we call on the 201\_ President \_\_\_\_\_!

**(Outgoing President delivers his/her speech)**

**MC:** Thank you President \_\_\_\_\_ for that meaningful message.

**MC:** Now, may I introduce the incoming officers of JCI \_\_\_\_\_!

**(Incoming officers will be called 1 by 1 by the MC)**

Marc Brian Lim 10/1/14 11:04 PM

**Comment [7]:** This is optional. In lieu of a plaque of appreciation, a token gift may be given.

Marc Brian Lim 10/1/14 10:31 PM

**Comment [8]:** Prior to this part of the program, the incoming officers should have already assembled themselves to be introduced.

To conduct the charging of the officers, may I call on JCI Regional Vice President for (Region), JCI Member \_\_\_\_\_, and to induct the 201\_ officers of JCI \_\_\_\_\_, may I call on Area Vice President \_\_\_\_\_.

**(Charging of incoming officers by the RVP)**

**(Then induction of incoming of officers by the AVP)**

**MC:**

At this point, we shall now witness the turnover of the Gavel and Medallion from 201\_ President \_\_\_\_\_ to JCI Member \_\_\_\_\_, our 201\_ President.

May we call on all the past presidents of JCI \_\_\_\_\_ to please join our two presidents to witness the turnover.

**(Turnover over of gavel and medallion)**

**Outgoing Pres.:**

I, \_\_\_\_\_, President of JCI \_\_\_\_\_ for the year \_\_\_\_\_, do hereby turnover this gavel to you. It is a symbol of authority. Wield it unflinchingly but righteously; with courage and with humility, with determination but with compassion and understanding, and as you accept this gavel and the authority that goes with it, may God help you with all your undertakings.

**(Outgoing president bangs the gavel 3X, slowly and deliberately)**

Marc Brian Lim 10/1/14 11:02 PM

**Comment [9]:** The RVP is tasked to charge, and the AVP is tasked to induct. This is an absolute rule.

If the RVP is absent, the AVP shall decide who shall charge (preferably a Past RVP from the same region).

If the AVP is absent, the next highest officer present (usually the NP) shall decide who shall induct (preferably a Past AVP from the same area).

Marc Brian Lim 10/1/14 10:38 PM

**Comment [10]:** The past presidents must already be assembled prior to this part of the program.

Marc Brian Lim 10/1/14 10:40 PM

**Comment [11]:** The spiel for the turnover of gavel and medallion must be memorized by the outgoing and incoming presidents. If not, make sure that they have a script to read from.

Marc Brian Lim 11/13/14 3:38 PM

**Comment [12]:** The outgoing president will be holding the gavel with his right hand and the block with his left. Therefore, the OUTGOING SG should stand behind him to hold the mic for the outgoing president.

**(Outgoing President then hands the gavel to Incoming President who receives the same).**

**Incoming Pres.:** I, \_\_\_\_\_, President of JCI \_\_\_\_\_ for the year \_\_\_\_, do hereby accept this gavel, symbol of authority, with the JCI tenets expressed in the JCI Values as my guide and with the blessings of the almighty. It is my covenant to wield this gavel unflinchingly but righteously; with courage but with humility and finally with determination but with compassion and undertakings. So be it.

**(Incoming president bangs the gavel 3X, slowly and deliberately)**

**(Past Presidents now turnover medallion from the outgoing to the incoming president)**

**MC:** Thank you to all the past presidents of JCI \_\_\_\_\_. Let us give them another round of applause. You may now take your seats. Before we move on, we are privileged to present to you a short video presentation of our newly-inducted president.

**MC:** Now it is my honor and privilege to introduce to you the man of the hour, to deliver his inaugural speech, the newly inducted president, JCI Member \_\_\_\_\_!

**(New president delivers his speech)**

Thank you President \_\_\_\_\_ for that message. On behalf of the baby jaycees and the regular

Marc Brian Lim 11/13/14 3:39 PM

**Comment [13]:** Likewise, the incoming president will be holding the block on his left hand and the gavel on his right, so the INCOMING SG should stand behind him to hold the mic.

Marc Brian Lim 10/1/14 10:39 PM

**Comment [14]:** This is optional.

members of our beloved chapter, we will surely follow your lead in bringing JCI \_\_\_\_\_ to greater heights. Let us give President \_\_\_\_\_ another round of applause please.

**MC:** Now, may we call on JCI Member \_\_\_\_\_ to introduce our Keynote Speaker.

**JCI Member:** Our Keynote Speaker tonight needs no introduction...

**(Give brief background on Keynote Speaker)**

**(Keynote Speaker delivers his/her speech)**

**MC:** Thank you sir/maam for that inspiring message. Let us give our keynote speaker another round of applause.

Kindly stay on the stage sir/maam, as we call on President \_\_\_\_\_ and Secretary General \_\_\_\_\_ to award our plaque of appreciation.

**(Plaque of Appreciation is awarded to the Keynote Speaker)**

**MC:** (Read citation of plaque of appreciation while being awarded)

**MC:** The lifeblood of any organization are its members. And the JCI is no different.

To ensure that the JCI continues to be a meaningful and positive force in our community,

Marc Brian Lim 10/1/14 11:59 PM

**Comment [15]:** The Keynote Speaker is different from the Guest of Honor & Speaker.

The Keynote Speaker is a dignitary invited to speak other than the Guest of Honor & Speaker. The Keynote Speaker may or may not be a JCI Member.

The Guest of Honor & Speaker is always reserved for the National President.

Having a Keynote Speaker in your induction is optional, while the Guest of Honor & Speaker is not.

Marc Brian Lim 10/1/14 10:56 PM

**Comment [16]:** This is optional. Instead of a plaque of appreciation, a token gift may be given.

we are proud to present to you tonight the future of JCI \_\_\_\_\_.

Ladies and gentlemen, it is an honor and a privilege, to introduce to you the 2014 baby JCI Members...

**(Read each name of the baby jaycees and they will come onstage at the same time)**

May we call on President \_\_\_\_\_ for the induction of our baby jaycees.

**(President inducts the baby jaycees)**

**Incoming Pres.:** Please raise your right hand, and repeat after me:

"I, (state your name), realizing the significance and importance of favorable consideration of my application as Baby JCI Member of JCI \_\_\_\_\_, do solemnly swear to be a living example of this organization's philosophy, belief and creed, and will enforce and uphold the constitution and by-laws of JCI \_\_\_\_\_, the JCI Philippines, and the Junior Chamber International."

Congratulations!

**MC:** Congratulations to our new baby jaycees!

**MC:** We are winding down to the end of tonight's program, but before we end, it is just fitting that we hear some inspirational words from our National President. May we call on JCI Member \_\_\_\_\_ to formally introduce our Guest of Honor and Speaker.

Marc Brian Lim 10/1/14 10:51 PM

**Comment [17]:** The SG must be ready to give the microphone and the induction script to the president.

**JCI Member:** (JCI Member introduces NP)

*Ladies and gentlemen, without further adieu, let us welcome our 201\_ National President, \_\_\_\_\_.*

Marc Brian Lim 10/1/14 10:54 PM

**Comment [18]:** The Introduction of the NP usually follows a standard format. Make sure to get a copy of the introduction from the JCI Headquarters or the NSG.

**NP:** (The NP delivers his/her speech)

**MC:** Thank you NP \_\_\_\_\_ for that wonderful message. May we call on President \_\_\_\_\_ back to present the Plaque of Appreciation to our Guest of Honor and Speaker, National President JCI Senator \_\_\_\_\_.

**(President awards plaque of appreciation to the NP)**

**MC:** (Read citation while being awarded)

**MC:** Before we proceed with the program, we would like to recognize the presence of the following guests... (**acknowledge the guests who were not mentioned at the beginning of the program**). We thank you for being with us tonight!

Marc Brian Lim 10/1/14 10:58 PM

**Comment [19]:** This is optional. Instead of a plaque of appreciation, a token gift may be given.

**MC:** Finally, to the moment we have all been waiting for. Let us call on JCI Member \_\_\_\_\_ for the Closing Remarks.

**JCI Member:** Thank you. Let us all give our magnificent host a warm round of applause for a job well done.

Marc Brian Lim 10/1/14 11:01 PM

**Comment [20]:** It is not good practice to acknowledge guests as they arrive as this will disrupt the flow of the program.

Acknowledge guests only twice during the program - once at the start, and once before the end of the program.

Marc Brian Lim 10/1/14 11:06 PM

**Comment [21]:** This is usually the EVP, the potential incoming president, or the induction executive chairman.

**(Applause)**

*Before we end tonight's affair, allow me to thank once again all the officers, members, and baby JCI Members of our beloved chapter; you have worked so hard to make this night truly*



memorable, it is an effort that I sincerely appreciate and am very thankful for.

To the past presidents of JCI \_\_\_\_\_, your presence here tonight reminds us of the tradition of excellence that you expect from us, and rest assured, we will not fail you in our future endeavors.

To all the visiting JCI members, your presence has made tonight's event successful beyond our expectations, and we hope to see you again here in next year's induction!

Maraming salamat po at mabuhay tayong lahat!

Mr. President, it is my honor and privilege to move that the JCI \_\_\_\_\_  
Induction and Turnover Ceremonies adjourned!

**President:**

Any second?

**(All the JCI \_\_\_\_\_ Members will shout:  
"second!")**

By the power vested in me as President of JCI \_\_\_\_\_, I now call this \_\_\_\_\_  
Induction and turnover ceremonies adjourned!

**(Music/band starts playing immediately)**

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Marc Brian Lim 11/13/14 3:48 PM

**Comment [22]:** The closing remarks can be different from this and may be left to the discretion of the speaker. This serves only as a guide.

Marc Brian Lim 10/1/14 11:09 PM

**Comment [23]:** For greater effect, the band/DJ/music should start playing immediately after the event is adjourned.