

# **RESPONSIBILITIES OF YOUTH ELECTED OFFICERS**

## **YOUTH GOVERNOR**

- Prepares original inaugural address to the Joint Opening Session of Youth Legislature.
- Submits address in advance to the YMCA Youth in Government Statewide Committee.
- Studies each bill passed by the youth legislators and signs or vetoes each.
- Makes the closing address at the Closing Joint Session, explaining his/her action on all bills received.
- Requests information and advice necessary from the responsible advisors and legislators concerning bills.
- Provides leadership for members of both houses and consults with the membership on proposed legislation.
- Performs other duties connected with the Office of Governor, such as press conferences, meeting with legislative committees, rules committees, officers, and lobbyists.
- May meet briefly with a member of Idaho Governor's staff.
- May prepare at least one bill to propose to legislature and work with lobbyist(s) to encourage passage of the bill(s).

## **LIEUTENANT GOVERNOR**

- As President of the Senate, the Lt. Governor presides at all sessions of the Senate; however, the Lt. Governor does not vote except to break a tie.
- In advance of state conference, must become thoroughly familiar with parliamentary procedures and Senate procedure.
- Succeeds to the Governor's office in the event of disability of the Governor.
- Announces the appointment of all committees and chairpersons. Appoints such special committees as may be needed to handle Senate business.
- Signs all Senate bills, resolutions, etc., and all House bills which have passed the Senate before they are returned to the House.

## **SPEAKER OF THE HOUSE**

- Presides at all sessions of the House. Is a full voting member of the House.
- In advance of state conference, must become thoroughly familiar with parliamentary procedures and House procedures.
- Is responsible for presiding at the Joint Opening Session and Closing Joint Session.
- Announces the appointment of all committees and chairpersons. Appoints such special committees as may be needed to conduct House business.
- Signs all House bills, resolutions, etc., and all Senate bills which have been passed to the House before they are returned to the Senate, and forwards Senate bills to the Governor.

## **SECRETARY OF STATE**

- An elected state official. Not a member of the House or the Senate.
- Custodian of all official House and Senate bills. Distributes all bills to proper committee chairpersons and accounts for location of all bills.
- Transmits bills to either House. Maintains a record of disposal. Knows at all times the location of each bill.
- Returns all bills to Program Secretary at the Information Desk at the end of the State Session.

- Keeps an accurate record of the final disposition of all bills.
- May meet briefly with Idaho Secretary of State or a member of his/her staff.

### **SECRETARY OF THE SENATE – CHIEF CLERK OF THE HOUSE**

- Custodian of all official bills while in their possession.
- Keeps the official House and Senate Journal, records of bills, order of bills, amendments, House and Senate calendars.
- Not official members of their respective Houses.
- Transmits the voting record of all bills, count and report votes, and send them to presiding officers.
- Files all rejected bills, keep track of them and returns them to the Program Secretary at the Information Desk at the end of the State Session.
- Cares for any property loaned to the YMCA Youth in Government by the Idaho Legislature.

### **HOUSE AND SENATE FLOOR LEADERS**

- Senators and Representatives elected as Floor Leaders or Assistant Floor Leaders.
- Works closely with the Speaker and Lt. Governor to help expedite the legislative process.
- (Make key motions, limit debate, adjourn, recess, draft resolutions, etc.)
- Works with the Governor to help pass key legislation.

### **CHIEF JUSTICE AND ASSOCIATE JUSTICES**

- The Chief Justice presides during the YMCA Youth Supreme Court. The Court renders both oral and written opinions on cases argued during the mock court session. All Justices have an opportunity to present decisions.
- All justices should be familiar with the Rules of Procedure of the YMCA Youth Supreme Court set out in the Youth in Government Student Handbook.

### **CLERK OF THE SUPREME COURT AND COURT OF APPEALS**

- Attends all court sessions. Announces the Court's arrival at the beginning of each session. Times the oral arguments. Custodian of Supreme Court and Court of Appeals opinions.
- The Clerk should be familiar with the Rules of Procedure of the YMCA Youth Supreme Court set out in the Youth in Government Student Handbook.
- Supervises receipt and recording of all court communications and documents; may ascertain the correctness of such documents; supervises the proper distribution of the same to the Justices.
- Answers questions from counsel or judges regarding orders or status of proceedings.

### **ATTORNEY GENERAL AND ASSISTANTS**

- Attorney General assigns Deputies Attorney General to a case.
- The Attorney General and all Deputies should be familiar with the Rules of Procedure of the YMCA Youth Supreme Court set out in the Youth in Government Student Handbook.
- Present Amicus Curiae (friend of the court) arguments during the judicial sessions.
- May meet briefly with Idaho Attorney General or a member of his/her staff.

## **CO-COUNSEL**

- A copy of the case (factual situation and question presented) will be mailed to each delegation prior to the convention.
- All counsel should be familiar with the Rules of Procedure of the YMCA Youth Supreme Court set out in the Youth in Government Student Handbook.
- Any number of teams of co-counsel may compete by presenting oral argument during the regional workshop. Top two teams from each region will attend State Session and present oral arguments to YMCA Youth Supreme Court.

## **EDITOR IN CHIEF**

- Elected at the Regional Convention
- Assigns Responsibilities to Press Staff and Reporters.
- Is responsible for the return of all Press room equipment
- Assures that a newspaper is published for each day of State Session.

## **EDITORIAL PRESS STAFF**

- Elected by their school delegations.
- Publishes at least two newspapers during the session.
- A self-governing group, patterned after the "city room" at regular newspapers.
- Prepares and files with respective wire services and their local papers stories concerning the Youth Legislature (the enactment of legislation, local interest stories, and other matters of interest).
- Assigned to cover particular bodies of the Youth Legislature, including committees, and/or Youth Supreme Court.
- Keeps accurate notes on the Youth in Government State Session.
- Prepares news and publicity releases for all media prior to delegation arriving in Boise, during the Youth Government sessions, and after the delegation returns home.
- Serve as "self-evaluators" for local groups regarding future program training needs for the following year based on observation of this year's operation.

## **PARLIAMENTARIANS**

- Two parliamentarians are selected in each region by the advisors. Parliamentarians must be proficient in parliamentary procedure and must become familiar with Robert's Rules of Order. Parliamentarians will attend the Regional Convention and the State Session in Boise. It is the responsibility of the parliamentarian to sit at the side of the Speaker of the House or the Lieutenant Governor, providing any assistance in procedures needed. Candidates could possibly be selected from the FFA organization, or a similar organization that provides training in parliamentary procedures.

## **LOBBYIST**

- Procure information on pending legislation to aid the Legislature, its committees and officers.
- Must attend committee sessions.
- Must keep track of all legislation and know what action is being considered at any time.
- Perform the following functions:
  - Encourage the introduction of bills favorable to their clients.

- Research and analyze bills introduced at the Legislature to determine if the bills affect their members or clients.
- Report their findings to their members
- Coordinate the efforts of those affected by legislation.
- Assist in documentation of arguments
- Contact legislators individually
- In short, lobbyists are much like a lawyer in court. They make certain that their client's case is well presented and receives a fair hearing by the Legislature.
- Lobbyists who have a bill that does not pass are required to stay in their committee to assist lobbying for other bills.