

How can INDIVIDUAL OFFICERS help 4-H club families feel welcome, valued, and a sense of belonging?

Here are some ideas. What else can you think of?

- Be enthusiastic about your role! Make sure your fellow members know you are honored to be serving them and you plan to represent them well.
- Be prepared for your monthly report or responsibilities.
- Think about what you are doing from the perspective of a new family. Are you giving them enough information or guidance so that things make sense?
- Consider how your club families would evaluate your performance. Do your BEST from the start, and keep looking for ways to get better and better. After all, our 4-H motto is, "To Make the Best Better."
- Speak loud and clear. If the families in your club can't hear or understand your report, it will be as if you didn't give it at all. Be ready, so you can give a proud presentation.
- Be consistent. Do your best EVERY MONTH of the 4-H program year. Try to attend all of the meetings.
- If you have to miss a meeting, be sure to adequately prepare a fellow officer to cover for you. Your performance as an officer is evaluated even when you aren't at the meeting.
- Ask your leader/s for help when you need it. Don't expect them to read your mind. If something doesn't make sense, or you aren't sure what you are supposed to be doing, ask them for clarification. Asking questions is a sign that you are trying your best to be a responsible job.



- Visit with fellow officers to see how they think you are doing with your role from time to time. This will get them thinking about how they are doing with their own roles. ...And this can only lead to a stronger and more effective officer team overall.
- Turn in any reports you are asked to do on time. Some of these things are required by the state to insure that your club is accountable for delivering the kind of programming the advertising describes.
- When the time comes for a new person to assume the duties of your office, offer to help that person out for a couple of months. Show them the ropes. This is the ultimate sign of a mature, top-notch leader. Additionally, it will help your successor think about what they will need to do themselves to help the club grow even stronger.

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OF RESPONSIBILITY** 

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