



# ENHANCING THE CLUB EXPERIENCE.....

## Officer Installation: Mission Possible

### Supplies for Installation:

- President – Spy Guide
- 1st Vice President – Binoculars
- 2nd Vice President – Spy Ear Listening Device
- 3rd Vice President – Flashlight
- Treasurer - Wallet with several compartments
- Reporter - Magnifying Glass
- Secretary – Magic Pen/Paper
- Health & Safety Officer - Box of Clear Band Aids
- Parliamentarian - Spy Motion Alarm
- County Council Delegate - Spy Periscope

**SPEAKER 1:** As we embark on a new year in \_\_\_\_\_ 4-H Club, we must prepare for our mission of developing future leaders. Many issues face us today and the 4-H program must step up to meet the mission head on. We have developed leadership skills, learned valuable skills to equip us in preparing for the future, and enjoyed meeting new people during our 4-H career. Through these experiences, we have learned that our mission is possible, if we just work smarter and use our secret weapons to accomplish our goals.

**SPEAKER 2:** We have also ensured the success of the \_\_\_\_\_ 4-H club through the election of an outstanding team of individuals. Their mission, if they choose to accept it, is to lead with integrity and keep the best interest of the membership in mind when they made decisions. With these qualities, these two teams will accomplish great things in the coming year. Brave people face challenges not in the absence of fear, but in the conquest of it! As long as they remain close as a team, no task in this mission will be impossible for them to overcome.

**SPEAKER 3:** \_\_\_\_\_ (insert names), please come forward. As President you will serve as the guide for the club. Through your leadership, the team will be able to see each mission to completion. Keep an open mind and an open ear to make sure that all voices and opinions are heard. You will preside over meetings, appoint committees, and represent this club on the County 4-H Council. I give you this Spy Guide so that you may give direction with confidence as you lead your team. With this guide and your sound judgement and wisdom, the District will be on target to accomplish the goals of the mission this year.

**SPEAKER 4:** \_\_\_\_\_ (insert names) please come forward. As 1st Vice President you will assist the president and assume all of their duties in his/her absence. Your other duties include providing programs and training opportunities for the club. These binoculars help you to see obstacles in the distance and prepare to overcome those obstacles. They will also help you to identify resources that can help you with your mission of programs.



- SPEAKER 5:** \_\_\_\_\_ (insert names) please come forward. As 2nd Vice President your mission is to coordinate recreation for 4-H club events and activities. You will assist the President and 1st Vice President, and assume their duties in their absence. This Spy Ear Listening Device will assist you in fulfilling your duties. With this listening device, you will be able to hear what the interests of the membership are and discover new and innovative ways to teach leadership through recreation.
- SPEAKER 6:** \_\_\_\_\_ (insert name) please come forward. As 3rd Vice President, you to have a vital role on the executive committee. You will assist the President and other Vice- Presidents with their duties. You will serve as membership chair and provide leadership for promotion of the club's membership drive events. The flashlight will serve you well as you investigate promotion ideas to recruit new members to 4-H.
- SPEAKER 7:** \_\_\_\_\_ (insert names) please come forward. As Secretary, your duties and responsibilities are paramount to the success of the club. You must keep an accurate account of all of the club's proceedings. The minutes and roll sheets you keep will serve as a recent history. Your charge also includes handling all correspondence. This secret spy pen is a symbol of your once and duties. May it serve you well as you record the events that take place during this year long mission.
- SPEAKER 8:** \_\_\_\_\_ (insert names) please come forward. As Treasurer, it is your job to manage the finances of the club and provide accurate financial reports at the club meetings. You will be responsible for paying bills in a timely manner and keep complete records to show where money has been spent. You will work closely with the club managers to manage the club account. This wallet with many compartments is a reminder of your duties as you take care of the club finances.
- SPEAKER 9:** \_\_\_\_\_ (insert name) please come forward. As Reporter, your role in the club is of great importance. Your duties include gathering vital information about club activities and reporting this information to local media. You are also charged with the responsibility of ensuring that the county 4-H program is known for its work in youth development and that the public's perception of the program is accurate and positive.
- This magnifying glass will serve you well as you look for interesting news to share with members and with the public and help to tell the 4-H story!
- SPEAKER 10:** \_\_\_\_\_ (insert name) please come forward. As Health & Safety Officer, you will serve the club in providing information and activities that encourage members to be healthy and promote safety. You will work with the 1st Vice President in charge of programs and integrate some programming on health and safety into the club program during the year. This box of clear band aids will help to disguise any cuts and scrapes and help keep the membership healthy. It will also remind you to take care of your club and to promote health and safety throughout the year.



- SPEAKER 11:** \_\_\_\_\_ (insert names) please come forward. Your responsibilities as Parliamentarian are crucial to the effective and efficient operation in the mission. By assisting the members with proper parliamentary procedure and advising the President in points of order, your actions will facilitate productive club meetings and activities. This Spy Motion Alarm will help you to alert the membership when issues arise.
- SPEAKER 12:** \_\_\_\_\_ (insert names) please come forward. As County Council Delegate, you will serve on the County 4-H Council. You represent the multi-faceted views of the team. It is your duty to keep the County Council updated with information from the club level that impact our mission and update the club on county business. The spy periscope will help you to gain a different perspective and bring that unique perspective to the team at both the club and county level.
- SPEAKER 13:** As the 4-H Club Officers begin their mission for \_\_\_\_\_ year, may the tools that we have equipped them with aid them as they "Make the Best Better". I do declare these officers dually installed, with all privileges and responsibilities their offices entail and wish them luck as they work to make the coming year's mission possible!