



INFORMATION/QUALIFICATION SHEET NEW MEMBER ORIENTATION



Project Goal:
To train and educate incoming members about Kiwanis, club practices, club projects, club fundraising and club commitments.

The importance of this program:

This program becomes relevant to all clubs by helping increase awareness of Kiwanis while building competent new club members.

The "New Member Orientation" Project is part 1 of a set of 6 programs needed to complete the Governor's Project Award criteria.

What Clubs can do to qualify (choose 1 or more):

- (1) Club members should decide on an appropriate time and place for the Orientation Session. Invite the Club Officers (present and past) to make 5 minute presentations on major club project and fundraiser. Keep speakers to 3-4 people.
- (2) Club may personalize the New Member Orientation provided by Kiwanis International. A link to the Membership Orientation Script can be found at <<http://community.kiwanisone.org/media/p/18511.aspx>>
- (3) Have writing materials handy to jot down questions to be answered at the end of the Orientation.
- (4) Make sure to encourage new members to ask questions.
- (5) An Orientation can be used as a program and presented to your entire club/membership to qualify.
- (6) Advertise the event in local newspapers to draw attention to your club.
- (7) Make sure you have a Kiwanian present who will give out Kiwanis literature, including all club materials, to new members.
- (8) Kiwanians should wear "Kiwanis" clothing to help identify them. Include your servicership leaders (former sponsored youth) to help share the experience with new members.
- (9) Present new member with a "New Member Certificate." Take photo's. Submit them to the local paper and present one to the new member to share with family and friends.
- (10) Fill out the **New Member Orientation Form below** and report your success and receive your patch piece.

QUALIFICATION VERIFICATION

Kiwanis Club of

Date of New Member Orientation

Event Location

Email a photo to District Office to be included in year end slide show (ann1@rochester.rr.com)

Kiwanian Disbursing Kiwanis Literature

Membership Club Chair

Phone Email

New Member Orientation Event Description (please use reverse side)

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President's Signature/Date

To receive your **New Member Orientation Banner Patch** (part 1 in set of 6) complete information above and send to:

Governor's Project Chair Rachel Kuperus, D.C., 108 West Maple Ave., Newark, NY 14513

For additional information contact New York District Secretary Ann Sewert at 315 331-6452 or email districtoffice@kiwanis-ny.org