

PURPOSE OF OFFICER TRAINING WORKSHOP

1. To help you and the other officers in your club to lead a better meeting.
 - to make the meeting fun for everyone who attends
2. To allow you to be of more help to your adult leaders
 - if you are better trained, your leader can give you more responsibilities and duties.
3. To give you ideas on how to keep members involved in the club meetings.

AN OFFICER'S GOALS SHOULD INCLUDE:

1. Be as prepared as possible before each and every meeting.
 - be well-organized
2. Accept your responsibilities as an officer.
3. Meet with your leader and some of the other officers before your meeting so you will know what is expected of you.
4. Keep all of the members of your club involved in the discussions and activities of your meeting.
 - encourage everyone to participate
5. Serve as a positive role model for the other members of your club.
 - you are looked upon as leaders in your club and should act as leaders
 - recognize the difference between a time to have fun and a time to be serious
 - lead by example
6. Do the best job that you can possibly do as an officer in your 4-H Club!