



Officer Installation

COOKIE OFFICER INSTALLATION CEREMONY

President – Flour	Treasurer – Shortening
1 st Vice President – Sugar	Reporter – Vanilla
2 nd Vice President – Brown Sugar	Health & Safety Officer – Baking Soda
3 rd Vice President – Chocolate Chips	Parliamentarian – Salt
Secretary – Eggs	Council Delegate – Pecans

NOTE: You can give each officer the item listed above or just display these items and reference them throughout the installation. Another idea is to bake cookies, give a small container of cookies to each officer and have enough for all of the membership to enjoy, too!

SPEAKER 1: On the table in front of you is a variety of cooking ingredients. Each item by itself is not very tasty or useful. But when these ingredients are blended together in the right proportions and prepared under the right conditions, they become something wonderful. The _____ 4-H Club is a lot like that. A 4-H officer cannot accomplish very much alone, but when all the officers blend their talents together, their club can become something wonderful, too.

SPEAKER 2: _____ (name), please come forward. In a cookie recipe the **flour** is the ingredient that is the largest amount. It provides the structure for the baked product. In a 4-H club, the **President** is a lot like that. The President has the most visibility in a meeting and the President’s leadership sets the structure for the rest of the club activities. Do you accept the duties of the office of President?

SPEAKER 3: _____ (name), please come forward. **Sugar** is the ingredient in that adds flavor and sweetness to the cookie dough. The program, presided over by the **1st Vice-President**, adds sweetness to monthly meetings. It is your duty to plan and provide quality programs that will keep the membership coming back. Do you accept the duties of the office of 1st Vice-President?

SPEAKER 4: _____ (name), please come forward. **Brown Sugar** is another sweet addition to the cookie dough, but a little different flavor. You could say it spices up the recipe just like the recreation at a club meeting spices up the event! As **2nd Vice President**, you are responsible for providing fun recreation at each club meeting that everyone can participate in. Do you accept the duties of the office of 2nd Vice-President?

SPEAKER 5: _____ (name), please come forward. Even though this ingredient isn't added in the recipe until the very end, it is an important part of the cookie. The **chocolate chips** represent the members of the 4-H club. As **3rd Vice President**, you are in charge of recruitment of new members. It is your job to increase the amount of chocolate chips in the recipe by enticing new members to join the club. Do you accept the duties of the office of 3rd Vice-President?

SPEAKER 6: _____ (name), please come forward. **Eggs** help bind together all of the ingredients in the cookie dough. As **Secretary**, your job is much like the job of these eggs. The minutes you keep so carefully hold together all the details of club business. Your minutes also form the permanent record of your club, binding current members to all those who have ever belonged to your club in the past, or who will ever join in the future. Do you accept the duties of the office Secretary?

SPEAKER 7: _____ (name), please come forward. Cookies just wouldn't be cookies without **shortening**. It provides richness and tenderness. In a 4-H club, the **Treasurer** is the officer responsible for managing the club's riches. It is your duty to keep accurate records of the club's bank account and provide reports on a monthly basis at the meeting. Do you accept the duties of the office Treasurer?

SPEAKER 8: _____ (name), please come forward. **Vanilla** adds flavor and aroma to the cookies. That rich, sweet aroma lets everyone know cookies are baking. The **Reporter** is like the aroma of the vanilla. It is your duty to let everyone know what the club is doing now and record what it has done in the past. Do you accept the duties of the office Reporter?

SPEAKER 9: _____ (name), please come forward. **Baking powder** is the leavening agent in cookie dough. We add leavening to lighten the texture of the cookies. On their own, leaveners bubble, but might not accomplish anything. They must be combined with other ingredients to do the job properly. The **Health & Safety Officer** is the club's leavening agents. Your job is to help the members lighten up by providing fun and active games that promote healthy living. By incorporating these activities, the members will reduce stress and become more fit! Do you accept the duties of the office Health & Safety Officer?

SPEAKER 10: _____ (name), please come forward. **Salt** is an interesting ingredient. When it is added to the cookie dough, it's flavor can't be detected. Without it, the cookies taste flat and unappealing. The **Parliamentarian** can be like that. Parliamentary procedure, when properly blended into the business meeting, is not too noticeable on its own. But leave it out and the meetings are unorganized, difficult to manage, and unappealing. It is your duty to make sure that Parliamentary Procedure is a part of the meetings and help maintain order. Do you accept the duties of the office Parliamentarian?

SPEAKER 11: _____ (name), please come forward. The **pecans** in an recipe provide another layer of flavor to the cookie. Just like the pecans, the **Council Delegate** adds another layer of flavor to the club by providing information from the County Council. Your duty is to promote county wide events and activities and also promote your club's activities at the County Council meeting. Do you accept the duties of the office Council Delegate?

SPEAKER 12: When you mix all of the ingredients together in just the right measurement, a wonderful product will unfold. In the same manner, when all the officers work together, they will lead the membership to excellence! Your peers have entrusted you to be chefs who mix up a wonderful year of club meetings. It is your duty to make sure you use your ingredient wisely and get the recipe right as you work together in the coming year. The 2008-09 _____ 4-H Club Officer Team is dually installed.