



ENHANCING THE CLUB EXPERIENCE.....

Officer Installation: My Hands to Larger Service

NOTE: No supplies are required for this installation. However, if you choose, you can provide a paper cutout of a hand or a single glove or pair of gloves to each officer.

Many figures of speech are often heard in our daily conversations that center around our hands:

When we are extremely busy “our hands are full.”

If a situation is impossible, we say it is “out of hand” or that “our hands are tied.”

If we have no hand in service, we have “no hand in the matter.”

If something has been used before, it is “second hand.”

If we stand beside someone we are “at their right hand.”

Something within reach is “at hand,” or under control, it is “in hand.”

“On the other hand” refers to the opposite point of view

One of the four H’s in 4-H relates to the hand. “I pledge my hands to larger service” indicates that 4-Hers “learn by doing.”

Our hands reveal many things about us. They sometimes indicate the kind of work we do. They often express our moods. They indicate whether our nerves are shaky or steady.

The hands are used, as a means of communication. We have all observed the deaf person who “talks” with his hands. We, who can speak with our voice, also frequently speak with our hands. With our hands we ask, we grant permission, we silence and dismiss, we threaten, we greet, we bid goodbye, we pledge, and we promise. With our hands we express grief, joy and love. We must have clean hands; we must have busy hands.

The _____ (name) 4-H Club will change hands today. For the past year the club has been in good hands. And so to the retiring officers, we pause to pay tribute as they relinquish their duties and responsibilities to other hands. Let’s give them a big hand. (Entire 4-H club applauds.)

Everyone in a 4-H Club is important to its success. The members, leaders, teen leaders, parents, and officers all contribute to the successful 4-H Club in which each member learns something and has fun.

New 4-H club officers, you have been chosen by the members of your club as officers for the coming year. This is an honor and a big responsibility. Strong and dedicated officers are most important to the success of a 4-H Club. You have the responsibility of preserving the honor and dignity of 4-H and your club.



Good officers are honest, sincere, dependable, friendly and loyal. They let the members of the club help make decisions. Good officers get things done right and on time. They are proud of their jobs and always do their best. It is your duty to conduct yourself so you will serve as an example for other members in your club. Good officers pledge their “Hands” to the service of their 4-H Club. If you are willing to accept these responsibilities, the confidence and trust given to you by your fellow club members, please come forward as your name and office is called and be duly initiated into your office.

Council Delegates

_____ (name), council delegates, please come forward. It is your responsibility to make sure our 4-H Club is represented at Council County meetings. You will take our club ideas and represent our views at 4-H Council meetings. You will help make decisions through your role. In addition, you are responsible for returning to the club and giving reports and updates from County Council meetings and activities. Good record keeping and reporting will assure our members that our club has a “hand” in the total county program.

If you accept the responsibility of this office, extend your “hands and state “I pledge my hands in service of the _____ (name) 4-H Club.”

Parliamentarian

_____ (name), parliamentarian, please come forward. It is your job to help members and leaders learn how to conduct an orderly meeting. Provide advice for motions, procedures of the meeting, and other parliamentary items. May your provide guidance not by force but with a gentle encouraging “hand”.

If you accept the responsibility of this office, extend your “hands and state “I pledge my hands in service of the _____ (name) 4-H Club.”

Health & Safety Officer

_____ (name), health and safety officer, please come forward. It is your responsibility to make sure our 4-H Club is aware of health and safety factors in our everyday lives. Make a special effort to consider the health and safety of all individuals in every undertaking of your club. 4-H members need to be more health and safety conscious. These two topics should be part of the 4-H meeting. Remember, one of the four H’s is health. Good health and safety programs will assure 4-Hers full use of their “hands” now and in the future.

If you accept the responsibility of this office, extend your “hands and state “I pledge my hands in service of the _____ (name) 4-H Club.”

Reporter / Historian

_____ (name), reporter, please come forward. It is your job to inform others about _____ (name of club) activities and achievements. You can do much to increase interest in 4-H by writing articles about club meetings and special events for the newspaper and county 4-H newsletter. Keep a scrapbook of all news items and make this year’s events a part of the club history. The awareness of your 4-H Club efforts by the people in this community and county largely depends on the job you do. Let wisdom and knowledge guide your “hands” as you report the activities of your 4-H Club.

If you accept the responsibility of this office, extend your “hands” and state “I pledge my hands in service of the _____ (name) 4-H Club.”



Treasurer

_____ (name), treasurer, please come forward. Be aware that you must receive and be responsible for all club money. You must keep an accurate record of all money received and its source, all money paid and to whom and for what. Paying bills only when approved by the club and giving a treasurer's report at each club meeting are part of your important responsibilities. You should be efficient and resourceful so that all club financial matters will be "in hand."

If you accept the responsibility of this office, extend your "hands" and state, "I pledge my hands in service of the _____ (name) 4-H Club."

Secretary

_____ (name), secretary, please come forward. You are responsible for keeping accurate minutes of all meetings. You will be prepared to read these minutes at the next meeting. Call the roll, keep attendance and handle all club correspondence is also part of your duty. May you "hands" be full as you keep accurate records of your 4-H club.

If you accept the responsibility of this office, extend your "hands" and state, "I pledge my hands in service of the _____ (name) 4-H Club."

3rd Vice President

_____ (name), 3rd Vice President, please come forward. You are responsible for maintaining and expanding membership of the club. Use your hands to greet and welcome new members as they join the club and provide encouragement to existing members to stay active and involved. Your hands may need to occasionally make phone calls to members inviting them back if they have missed several meetings. May you "hands" be busy juggling an ever growing membership of your 4-H club.

If you accept the responsibility of this office, extend your "hands" and state, "I pledge my hands in service of the _____ (name) 4-H Club."

2nd Vice President

_____ (name), 2nd Vice President, please come forward. You have the responsibility to plan games and other recreation for the club. Recreation should be suitable for the age group, space and time available. Your programs should be varied and your games simple and easy, with a chance for everyone to get involved. Education and fun can go together and this is your responsibility. Be a good "hand" as you lead your club in recreation.

If you accept the responsibility of this office, extend your "hands" and state, "I pledge my hands in service for the _____ (name) 4-H Club."

1st Vice President

_____ (name, vice president, please come forward. Your duty is to provide guidance and counsel to all committees as they make plans and decisions. You will also be responsible for planning club programs, inviting guest speakers, or assigning members to organize club programs. You will work closely with the president, leaders and other officers in planning all club activities. Remember, you must preside at meetings in the temporary absence of the president. You are the right "hand" of the president.

If you accept the responsibility of this office, extend you "hands" and state, "I pledge my hands in service of the _____ (name) 4-H Club."



President

_____ (name), president, please come forward. The _____ (name) 4-H Club has paid you a very high compliment - the highest honor they can bestow, that of President of the club. It is your duty to call the meeting to order, preside and direct the business meeting. Encourage all members to take an active part, work closely with your leader and represent the entire club. The enthusiasm and effectiveness of this 4-H Club will depend largely on how well you conduct your responsibility. In your "hands" your club has placed authority. May your "hands" be busy and unselfish.

If you accept the responsibility of this office, extend your "hands" and state, "I pledge my hands in service of the _____ (name) 4-H Club."

Four-H club officers, I congratulate you on the honor that your fellow club members have bestowed upon you. This honor brings additional responsibilities. You will need to think clearly, so you will know what is best for your club. You must plan wisely, so your club will grow in interest and usefulness. I declare you duly installed officers of the _____ (name) 4-H Club.

Congratulations and best wishes. May your "hands lead others into brighter paths of membership. Will the members and leaders of the _____ (name) please join your officers by standing? I congratulate you on the choices you have made. Now that you have elected these officers to guide and direct this club, it is your duty to aid them in every way possible. Many "hands" working together will assure a successful 4-H Club. Pledge your support to help them perform their duties. The officers can not do their jobs well without the assistance of the entire club. Many "hands" working together will help your officers realize the 4-H motto, "to make the best better" for every member in the _____ (name) 4-H Club.

As we conclude the installation ceremony, I ask that everyone join in saying the 4-H pledge. Let this pledge be the guiding light of our 4-H club for the coming year. I pledge:

My Head to clearer thinking, my Heart to greater loyalty, my Hands to larger service, and my Health to better living, for my club, my community, my country, and my world.