

Week 2- Service

Thanks for the feedback and commentary on last week's email! I hope you guys had an awesome week :)

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This week's topic is going to be **Service**. I'm going to summarize planning a service project and making sure you record your planning service hours, how to get members to attend service projects, and some of the resources that the District has to offer.

### Planning a Service Project

1. **Finding a Project.** You can find projects:

- Online: [www.volunteermatch.org](http://www.volunteermatch.org) (and more)
- On campus with other organizations or if your campus has a volunteer center
- Interclub with other local Circle K clubs
- Interclub with your Kiwanis

2. **Be Organized.**

- **Know the time, date, and location** as well as what you're going to do at the service project and any **dress code issues or paperwork** that needs to be filled out.
- **Confirm! Confirm! Confirm!** Make sure that you confirm with the agency that you're working with that you're coming and how many people you're bringing with you. You don't want to show up and have to go back home because they weren't aware or forgot that you were coming.

3. **Day of the Project.** Make sure to:

- **Arrange rides (!!!)**
- **Confirm with members** that they will show up and bring a list of names so you don't leave anyone behind.
- Have a positive attitude and remember to represent the organization well. They agency might even offer future volunteer opportunities to you.

**\*\*\*Be sure to record your planning hours as well.** These go towards your service hours! They might not seem like a lot but they definitely add up. What count as a service hour:

- Any time you spend preparing for a service project.
- Phone calls, emails to the agency, members, anything regarding the service project.
- Making lunch for the members, shopping for supplies, or putting together decorations for a service project.
- **NOT** time spent thinking or talking about a service project.

### Having trouble with getting members to go to service projects?

So you've put the service project on your website, talked about it at the general body meeting, sent out dozens of emails and made many phone calls and you're still having trouble getting a good number of members to show up.

Here are some fun and innovative ways to get members to go to a service project:

- **Make a skit.** It doesn't have to be a very long or even rehearsed. In fact, non-rehearsed and impromptu ones are even funnier because people make mistakes. You can even write out the skit the night before and then pick random members to play the roles. It's interactive and fun to watch.
- **Have older members chair the project.** Delegation is a great way to get members more involved and to even get them thinking about possible taking on a board position the following year. And it helps you with your workload :)
- **Facebook events.** Create a facebook event and invite people.
- **Use slideshows and pictures** to share previous service projects and to advertise upcoming projects at the meeting.
- **Put it on the agenda.** Let the members know that there is a list of upcoming service projects on the agenda and make sure to put the meeting time and any other important information so members can refer to it later.
- **After-socials.** Projects in the morning usually end around lunchtime so you can stop by In-and-Out to grab some lunch. This is a great time to get to know your members.

Sometimes members don't go to service projects simply because they are not interested in them. Make sure to have some sort of feedback from the members on which projects they've liked and what kind of service projects they would go to. **Having a service committee** is a good idea to get members involved and to get help on planning the type of service projects they would like to go to.

As always, **make sure to have fun!** Service is a HUGE part of our organization and it's fun! Sometimes the projects can be a little slow, but if you have an awesome attitude and still try to have fun, it can go by a lot faster. You can also use these times as a great opportunity to get to know your members. **Just remember to have fun** at those projects because that is what is going to bring those members back.

### District Resources:

**2008-2009 District Service Initiative:** Uncovering New Literacy, Environment, Safety and Health Opportunities (U.N.L.E.A.S.H)

Every year Cal-Nev-Ha picks a service theme, known as the District Service Initiative (DSI). The District then focuses on this theme and many clubs plan service projects following the DSI. This year's DSI has been broken down into three areas and is on a rotating schedule as follows:

Literacy: August-October

Environment: November-December

Safety and Health: January-February

For more information, check out our website: [www.cnhcirclek.org](http://www.cnhcirclek.org)

**Service Database and Manual:** The District Service Committee has put together a database in which members can type in their favorite service projects so local clubs can find service projects in their area that other clubs have added. They have also put together a manual which goes into more detail about planning large and small scaled service projects which will be in the back-to-school mailer coming out soon.

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Again, if you have any **comments or suggestions**, I'd love to hear them.

For more resources and ideas, check out our website at www.cnhcirclek.org. There's a TON of information that's not covered in this email which is there for YOU!

Questions? You can email me at mde@cnhcirclek.org or call me at (858) 740-8334.

Until next week :)

