

Electing Aktion Club officers

Aktion Club officers should be elected in time to take office on October 1 of each year. The timing of the elections depends on the availability of training and the club's schedule. The earlier the officers are in place, the sooner the club can begin planning.

Here's a recommended procedure that may be modified to meet the needs of the individual Aktion Club. Introduce these steps at any three consecutive meetings, ideally beginning in September.

First meeting:

- Announce elections for the upcoming year.
- Explain responsibilities for each office or conduct a training session of the duties of club officers.
- Encourage nominations/volunteers for each club position.

Second meeting:

- Allow candidates for each office to present his/her "platform" and to "campaign."
- Conduct elections by secret ballot or show of hands. Participants should not see votes cast.
- Share election results with your sponsoring Kiwanis club and facility administration.

Third meeting:

- Induction of officers and new members. Include sponsoring Kiwanis Clubs and co-sponsoring Circle K/Key Clubs.

After elections, general and job-specific training is needed. For a complete training curriculum, officer guides and PowerPoint, go to www.kiwanisone.org/advisor.