

CNH | KEY CLUB

VICE PRESIDENT'S AGREEMENT TO SERVE FORM

As Key Club Vice President of my high school Key Club, I understand that some of the mandated requirements of the office are as follows:

- To complete at least 50 hours of service to remain a member in good standing.
- To take on the duties of president in the absence of the president
- To become well acquainted with my fellow club officers and to work together as a team with them to plan club social, fundraiser and community service events and promote club member participation.
- To get to know my club members and to address their questions and concerns.
- To cooperate and work closely with our division Lieutenant Governor and Sponsoring Kiwanis Club to plan division-wide social, fundraiser and community service events and to promote attendance at these events by our club members.
- To provide my and my Key Club Board's current contact information (e-mail addresses and phone numbers) to fellow club members, club officers, the Faculty Advisor, Kiwanis Advisor, Lieutenant Governor and Regional Advisor, and to update them on changes.
- To have extensive knowledge of Key Club International and our CNH District.
- To assist the president or any other club officers in any way.
- To serve as the committee chair the president sees best aids the club in growth
- To attend Kiwanis Meetings and Key Club DCMs
- To promote Key Club in my school and community, and recruit new members to my club.
- To train my succeeding vice president on my duties and responsibilities of office.
- To lead in favor of the best interests of the public or of members and /or the Kiwanis Family as stated in *KCI Policy I. Conduct of Unbecoming a Key Club Member*.
- To not threaten the standing reputation of Key Club and/or Kiwanis through the use of any inappropriate substances (i.e. unprescribed drugs, alcohol) or any other illegal or inappropriate practices as deemed in *KCI Policy I. Conduct of Unbecoming a Key Club Member*.

To attend the following **MANDATORY** meetings and conventions:

- Key Club regular and board meetings at my school (attend all meetings with rare exceptions)
- Monthly Division Council Meetings (DCMs) - attend a majority of the 11
- DCMs held each year, and ensure that at least two officers from my club attend every DCM (including summer) - unless my DCMs are held 1 hour or more away from my home.
- Officer Training Conference (OTC), held in our division by the Lt. Governor on any date between April, after the beginning of my term, and August.
- Regional Training Conference (RTC), held for our region by our region's Lt. Governors on any date between mid-September and early November.
- Key Club District Convention (DCON), March 22, 2013 (Anaheim Convention Center)

The following are **HIGHLY RECOMMENDED** events to attend

- Have a club officer present at each of the Kiwanis Sponsoring Club Meetings.
- Have a club officer present at each of the Kiwanis DCMs
- Attend a majority of your club's committee meetings
- Club events and socials



CNH | KEY CLUB

VICE PRESIDENT'S AGREEMENT TO SERVE FORM

Non-performance of these mandated responsibilities may result in removal from the office to which I am elected by the club officer board and advisors as specified in the club bylaws.

In addition, I understand that the conduct of Key Club business by any electronic means, such as websites, reflectors, e-mail, chat rooms, etc., must be conducted with Key Club integrity.

[CANDIDATE'S SIGNATURE]

[DATE]

As the parent or guardian of this candidate, I have read this "Agreement to Serve" and am ready to support him / her throughout his / her term of office.

[PARENT OR GUARDIAN'S SIGNATURE]

[DATE]

General Information

[BIRTH DATE]

[PRINTED NAME]

[CITY]

[STATE]

[ADDRESS]

[PREFERRED PHONE NUMBER]

[EMAIL ADDRESS]

[HOME CLUB]

[DIVISION]

[MEMBER ID #]

PLEASE CIRCLE ONE **MALE** / **FEMALE**

