


K-Kids
Young leaders helping others

Welcome
Introductions

Officer Training

K-Kids
Getting to know each other.

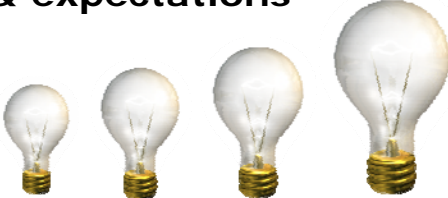


Ice breaker activity

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K-Kids
Section 2

Training purposes & expectations



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K-Kids

Section 3




Who are we?

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Kiwanis

Section 3 – Service Leadership Programs


- Kiwanis Kids
- Builders Club
- Key Club
- Key Leader
- Circle K
- Aktion Club



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K-Kids History

Section 3



K-Kids started in **Florida**. The **1998-99** Kiwanis Florida district governor, Lamar Fisher, developed the program.

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Section 4 – Motto, Vision and Mission

Motto:
Building leaders

Vision:
To develop competent, capable, caring leaders through the vehicle of service.

Mission:
K-Kids is an international, student-led organization providing its members with opportunities to perform service, build character and develop leadership.

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Section 4 – Pledge

As a K-Kid, I promise to serve my neighborhood and my school;

I will show respect toward my environment;

And I will try to make the world a better place in which to live.



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Section 4 – Core Values

Character building
The ability to do the right thing, even when it might be the unpopular choice.

Leadership
The ability to listen, communicate, serve and guide others.

Inclusiveness
Accepting and welcoming the differences in others.

Caring
The act of being concerned about or interested in another person or situation.

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Section 4 – Structure

K-Kids is a **“student-led”** organization

K-Kids members decide

- How the club functions
- What projects to conduct
- How to spend the club's funds
- How to address issues

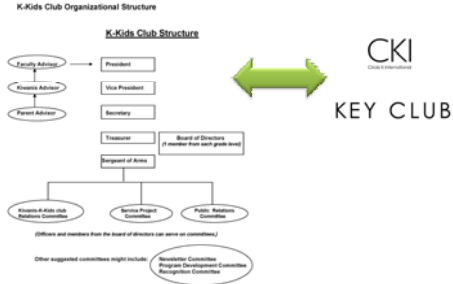


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Section 4 – Structure

K-Kids Club Organizational Structure



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Section 4 – Sponsoring Kiwanis club

A **Kiwanis club** supports the K-Kids club. A Kiwanis club is a K-Kids club for adults.

A member from the Kiwanis club will attend every K-Kids meeting. This person is known as the **Kiwanis advisor**.

The Kiwanis advisor is available to assist K-Kids club members.

Other adults who will attend meetings include the **faculty** and **parent advisor**.

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Section 4 – Sponsoring Kiwanis club

The Kiwanis club will:

- Invite K-Kids club members to help with service projects
- Invite K-Kids club members to attend Kiwanis club meetings
- Provide programming for K-Kids meetings.
Ideas: Career Day, Club program speaker

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Section 4 – Faculty advisor

The faculty advisor is an employee of the school district.

The faculty advisor will:

- Attend all K-Kids meetings
- Assist club members with planning projects and running meetings
- Make sure the club follows school rules

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Section 4 – Parent Advisor

Some clubs have a parent advisor.

The parent advisor will:

- Attend all K-Kids meetings
- Assist club members with planning projects and running meetings
- Assist the faculty advisor and club officers

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K-Kids Service

Section 5

Making greeting cards for American veterans.





Providing gifts for the needy during the holidays.

Helping at the school fair.

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K-Kids Service

Section 5

Finding service project ideas:

- Conduct a **project survey** to find the needs within the community.
- Review the **K-Kids Planning Calendar**; project ideas are listed for each month.
- Review the K-Kids **service project how-to guide** for more great ideas.
- Read the **K-Kids Zone magazine** to see what other clubs are doing.
- Visit www.kiwaniskids.org to find all these resources.


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K-Kids Service

Section 5 - K-Kids Project Survey Interview Guide

The **K-Kids Project Survey Interview Guide** will guide you through:

1. Selecting people to interview
2. Identifying questions to ask
3. Finding the needs of the school and students
4. Contacting people you want to interview
5. Taking notes during the interviews
6. Sharing information with club members



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K-Kids Service

Section 5 - Ways to serve

Ways to serve:

- **K-Kids Service Initiative**
Work with K-Kids service partners
- **Kiwanis-family projects**
Key Club (high school students)
Circle K (college students)
Kiwanis (adults)
 - **Read Around the World**
 - **Kiwanis One Day**

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K-Kids – Service

Section 5 - How to plan & conduct a service project

1. Select the community/population you wish to serve.
2. Select a service to provide to your chosen community.
3. Select the site where you wish to conduct the project.
4. Get the whole club on board.

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K-Kids – Service

Section 5 - How to plan & conduct a service project

5. The committee should evaluate the goals set by the club and some goals for the committee.
6. Meet with the person in charge of the project site.
7. Begin promoting the project by using signs and other visuals.

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K-Kids – Service

Section 5 - How to plan and conduct a service project

- 8. The committee should organize donated supplies and make a list of what still needs to be purchased.
- 9. Promote the project.
- 10. Arrive early to set-up the project.
- 11. Evaluate how the project unfolded:
What went well?
What went wrong?

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K-Kids - Resources

Section 6 - Member and advisor resources

K-Kids Web site (Download – How-to guides)

www.kiwaniskids.org

K-Kids Zone magazine

Posted online

Contests and awards

Contest booklet posted online

K-Kids member and club supplies

Posted online at the Kiwanis Family Store



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Section 7


Managing your club



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Section 7 - Being a great leader




1. What are qualities of a great leader?
2. What are our strengths and areas of weakness?
3. How do we each improve our leadership skills?

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Section 7 - Top 7 things to do at a meeting




1. Participate in hands-on service projects.
2. Enjoy fellowship with members.
3. Lead ceremonies and recognition.
4. Educate and develop members.
5. Conduct committee meetings.
6. Market and educate members about upcoming projects.
7. Review project successes or improvements.

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Section 7 - Top 7 ways to have the best year ever




1. Have a plan.
2. Motivate your members.
3. Work with your Kiwanis club.
4. Make your meetings fun.
5. Nag a little.
6. Be offbeat.
7. Keep steering in the right direction.

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Section 7 - Motivating members

How will we **motivate** and **recognize** our members this year?




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K-Kids Officer Duties

Section 8 - Officer Duties

Individual officer duties



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K-Kids Officer Duties


Section 8 - Club President and Vice President

1. Practice using parliamentary procedure.
2. Help the club develop projects.
3. Appoint and oversee club committees.
4. Plan club and Board of Directors meetings.
5. Budget for income and expenses.
6. Keep a binder with club records.
7. Work closely with your advisor.
8. Involve Kiwanis members.

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K-Kids Officer Duties

Section 8 - Secretary




1. Write letters as needed.
2. Collect committee reports as needed.
3. Attend club meetings.
4. Attend board meetings and takes minutes.
5. Keep club files in a binder.

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K-Kids Officer Duties

Section 8 - Treasurer




1. Collect club dues.
(If the club collects dues.)
2. Track club money.
3. Report to the K-Kids Board of Directors.

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K-Kids Officer Duties

Section 8 - Sergeant-at-arms



1. Maintain order during meetings.
2. Understand school code of conduct.

Some clubs don't elect a sergeant-at-arms.

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K-Kids Board of Directors

Section 8 - Board of directors

What is a board of directors?

The board of directors is made up of the club officers (*president, vice president, secretary, treasurer and possibly the sergeant-at-arms*) as well as representatives from each grade level, known as class representatives.

This is the group responsible for organizing meetings and projects, and conducting club business.

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K-Kids Club Committees

Section 8 - Club committees

What is a committee?

A **committee** is a group of people who gather together to accomplish a task or goal.

The **committee chairperson** leads the committee.



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K-Kids Club Committees

Section 8 - Club committees

K-Kids Standing committees:

- Kiwanis Family – K-Kids Relations committee
- The Service Project committee
- The Public Relations committee

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K-Kids Club Committees

Section 8 – Club committees

Specialty committees might include:

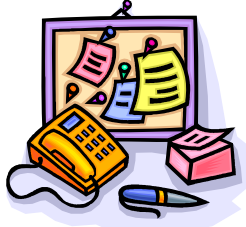
- Newsletter committee
- Program Development committee
- Recognition committee
- Social committee
- Scrapbook committee

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Section 9

Planning your year

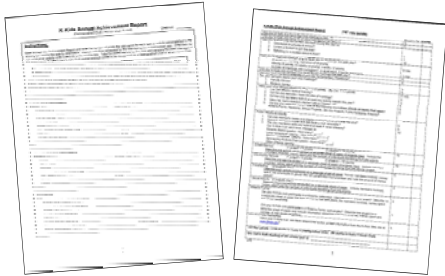


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Section 9 – Annual Achievement Report

Annual Achievement Report



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Section 9 - Brainstorm



Brainstorm activities and events you would like to see on your club's calendar.

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Section 9 - Develop calendar of events

Develop an initial calendar of events for the year.



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Section 9 - Wrap-up



Wrap-up!

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Section 9 – Activity

- I learned that...
- I was surprised that...
- I was pleased that...
- I was amazed that...
- I hope or wish that...
- I am most looking forward to...

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Section 9 – Thank you

Thank you!
Have a great year.



Kwanis K-Kids



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