

Aktion Club

Service Bulletin

Planning Your Year

Establishing club goals for the year will assist in developing a plan of action to achieve those goals. This bulletin is designed to assist club members in utilizing various resources, including those from Kiwanis International, to develop an Aktion Club calendar of events.

The first step is to decide what projects the club would like to undertake. The second step is to determine when to conduct projects (club calendar) and determine if some projects might tie in with current community activities.

Conduct a project survey at the beginning of the year to determine needs within the community. Club members can make an informed decision about which projects to conduct. The next step is to determine the time of year to conduct the projects and whether these projects might tie into a current community activities.

Review the Kiwanis advisor's calendar and note important task deadlines Kiwanis International has provided to advisors. Remember to incorporate these items into your club's schedule.

Review the sponsoring Kiwanis club's calendar and the co-sponsoring Key Club or Circle K club's calendar and note activity dates. Perhaps one of the Aktion Club's sponsors conducts an activity or program that Aktion Club members would be interested in attending. Ask the sponsoring club to include your club on its newsletter mailing list. Receiving the newsletter will keep your club members informed about possible joint activities with the sponsoring or co-sponsoring club.

Review the Aktion Club contest booklet and share the information with all club members. There might be contests that individual members or the club as a group would be interested in entering. Knowing what is required and the entry date deadlines will be helpful to those wanting to participate.

Review the annual achievement report and make a note of suggested activities that a club is to conduct to be recognized with Distinguished or Honor Club status. Since the Annual Achievement Report asks that each club conduct a joint service project with a Key Club, Circle K club, or Kiwanis club, consider adding this activity to your club calendar.

Visit the chamber of commerce Web site in your city or the community Web site and review the calendar of events. Community activities should be posted, and there should be a listing of community organizations. There might be activities scheduled in which the club could participate, such as a walkathon or an ice cream social.

Visit the Aktion Club Web site at www.aktionclub.org and research what other Aktion Clubs are doing. There may be activities your club would enjoy conducting.

Review Aktion Club Bulletin - Fund-raising Ideas for helpful moneymaking ideas. Your club might want to incorporate a couple of these ideas to raise funds to support an upcoming service project. Take a serious look at how much funding the club will need to support its service efforts.

Remember to post prospective activities on a calendar. Developing a club-planning calendar should involve input from club officers and club advisors. When proposed dates are placed on the calendar, share the information so club members will be informed.

Flexibility is the key to implementing your plan. If an unforeseen event delays your original plan, regroup and reschedule. The best part about planning ahead is that if something comes up, the club is prepared.