

## NEW MEMBER ORIENTATION OUTLINE

### I. Minnesota Women of Today Mission Statement and Creed:

#### A. Mission:

The mission of the Minnesota Women of Today is to help women improve their own lives and the lives of the people in the communities around them.

#### B. Creed:

We, the Women of Today are Service, Growth and Fellowship. We believe that through us, great lessons can be learned, worthy deeds performed and a hand of fellowship extended to millions of women everywhere. May we leave the world a better place because we lived and served within it.

### II. History of Women of Today:

A. We began as a Jaycee wives organization in 1950 in Minnesota (Mrs. Jaycees).

B. We became an independent organization, the Women of Today in 1985.

### III. Organizational Structure:

#### A. United States Women of Today

1. The national organization has 13 plus member states.

2. The United States Women of Today Creed:

We, the United States Women of Today, are dedicated to serving our community and nation, are committed to strengthening our individual talents and stand united by our friendship and belief in the future.

#### B. Minnesota Women of Today

1. We maintain a strong support system by providing individual chapters with educational information, fund-raising ideas and membership encouragement.

2. Membership:

a. Open to all persons over the age of 18.

b. Men are welcome also.

3. State dues are \$45 and National dues are \$5. Local dues are \_\_\_\_\_.

4. The State NEWSLET is sent to all members and subscribers four times a year.

5. State conventions are held three times a year hosted in various areas of the state.

#### C. District

1. Chapters throughout the state are organized into districts to promote communication and mutual support.

2. We are part of district \_\_. Chapters in our district are: \_\_\_\_\_

3. District meetings are held three times a year.

#### D. Our chapter, the \_\_\_\_\_ Women of Today

1. General membership meetings are held on the \_\_\_\_\_ of the month at \_\_\_\_\_ at \_\_\_\_\_.

#### IV. Our structure

- A. The local board may consist of:
  1. *President* - plans and runs meetings.
  2. *State Delegate* - keeps chapter informed about district and state matters.
  3. *Programming Vice President* - supervises programming areas which benefit the local chapter and the community.
  5. *Membership Vice President* - supervises areas, which provide service to the individual member.
  6. *Secretary* - records minutes of business meetings and handles correspondence.
  7. *Treasurer* - manages chapter finances.
  8. *Parliamentarian* - promotes efficient business meetings through Robert's Rules of Order.
- B. Local Program Managers (LPMs), under the Internal and External VPs, oversee areas in which the chapter participates.
  1. Internal areas benefit the local chapter and its members. The following are the internal area, which the state organization supports. Our local chapter participates in all of the areas.
    - a. Living and Learning (L&L) - developed to encourage a member's personal growth – mentally, spiritually, civically and through family.
  2. External areas benefit the community. The following are the external areas which the state organization supports. Our local chapter participates in all of the areas.
    - a. Community Connections (CC) – encourages involvement in the local community. Also encourages support of Friendship Ventures, the Outstanding Person with Challenges award and a community-focused area of the SPM's choosing.
    - b. Priority Area – encourages education and support of the foundation voted on the MNWT members for 3-year cycles.
    - c. Women's Wellness (WW) – focused on providing and supporting women's health education through traditional and holistic medical practices. Also promotes the March of Dimes March for Babies.
    - d. Youth of Today (YT) – this area covers a wide variety of projects that involve youth activities, education and support. The Outstanding Young Adult scholarship program falls under this area.
  3. Optional programming areas that do not have a state counterpart
    - a. Records and Recognition (R&R) - designed to help keep those important project records on file. Encourages chapter history keeping as well as the Success System and Year-end Evaluations.
    - b. Ways and Means - fundraising for local chapter and state expenses.
    - c. Public Relations (PR) - promotes Women of Today to the community through various media, including Facebook, Website, Newspapers, magazines, etc.
    - d. NEWSLET - promotes good communication in the chapter. This area typically produces a newsletter for the chapter.

## V. General Pointers for Members

### A. Member involvement:

1. Regular attendance at general meetings is strongly encouraged.
2. Whatever your level of involvement, we are glad to have you!
3. Do not be afraid to chair a project - maybe try co-chairing.

### B. Miscellaneous Tips:

1. Reporting at meetings:
  - a. Be prepared - summarize!
  - b. Write it down for the secretary.
  - c. Be creative and have fun! (Use a prop, try a skit!)
2. Bring up new ideas at a meeting in the form of a motion. Begin with "I move that....." and go on to state your idea.
3. Use your chapter newsletter. It is a great communication tool!
4. Visit the MN Women of Today Website at [www.mnwt.org](http://www.mnwt.org) to find many resources available for members and chapters.

Congratulations!!! You are now oriented in the Women of Today. Do not be afraid to ask questions, as there is always someone to- help. Welcome!