

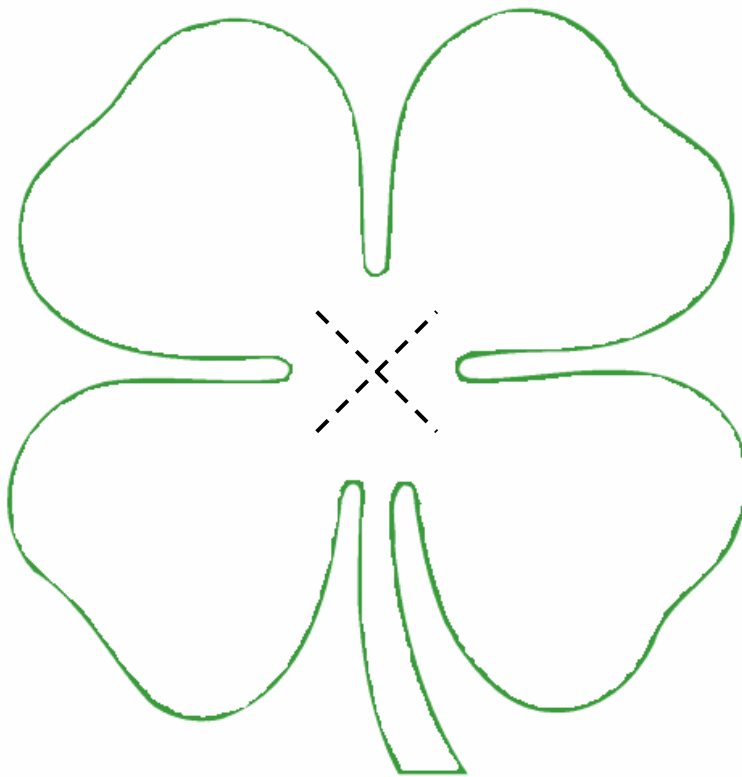


## 4-H CEREMONIES

### Installation of 4-H Club Officers

There are a variety of appropriate ways to install, initiate, or honor 4-H members and leaders. On the next few pages are several outlines of various 4-H ceremonies. Let these be examples to guide you. Ceremonies should be modified to meet the group situation and should be meaningful to everyone present.

Pattern for drip card for 4-H ceremonies using candles. (Trace and cut from green construction paper.)



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## Installation Ceremonies of 4-H Club Officers

The Installer may be a leader, teen leader of the group from a county leadership group, a former president of the group, or the retiring president.

### Example 1

#### **Setting**

A table at the front of the room with one candle and drip card for each officer and the Installer and matches. The Installer's candle is lighted. The other candles on the table are not lighted. The incoming officers and the Installers approach the table as a group from the back of the room.

**Installer:** "4-H members of \_\_\_\_\_ club, we will install the officers we have elected to serve for the coming year.

"To you, \_\_\_\_\_, we entrust the honors and responsibilities of the office of **president**. You shall preside at business meetings and your own example will lead the organization to greater achievement. Do you accept the responsibility of your office?"

**Incoming president:** "I accept the responsibility of this office and pledge myself to faithfully serve my club and the ideals of 4-H."

**Installer:** "From this light representing the spirit of 4-H, you may light your candle." (Incoming president lights his/her candle from the installer's candle.)

"\_\_\_\_\_, you have been elected to the position of **vice-president**. You are assistant to the president, and in charge when the president is absent. You will become familiar with the duties of that office and give assistance to the president. Do you accept the responsibility of your office?"

**Incoming vice-president:** "I will serve as vice-president to the best of my ability."

**Installer:** "From the light representing the 4-H spirit, you may light your candle." (Incoming vice-president lights his/her candle from the Installer's candle.)

"You, \_\_\_\_\_, have been elected to the office of **secretary**, a position calling for honesty, promptness, and exactness in keeping a written record of events, activities, and transactions of our club. Do you accept the responsibility of your office?"

**Incoming secretary:** "I will strive to keep a complete and accurate record of all meetings of our club."

**Installer:** "From the light representing the 4-H spirit, you may light your candle." (Incoming secretary lights his/her candle from the Installer's candle.)

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“You, \_\_\_\_\_, have been elected to the office of **treasurer**. You will keep a complete account of all club receipts and expenditures. Club funds will be disbursed only as directed by the group. Do you accept the responsibility of your office?”

**Incoming treasurer:** “I will strive to be honest and keep an accurate record of the club’s funds.”

**Installer:** “From the light representing the 4-H spirit, you may light your candle.” (Incoming treasurer lights his/her candle from the Installer’s candle.)

“You, \_\_\_\_\_, have been selected to the position of **reporter**. You have the responsibility of informing members, parents, and the other 4-H friends of our local club program. Do you accept the responsibility of your office?”

**Incoming reporter:** “I will serve as a reporter to the best of my ability.”

**Installer:** “From the light representing the 4-H spirit, you may light your candle.” (Incoming reporter lights his/her candle from the Installer’s candle.)

“You, \_\_\_\_\_, have been elected to the position of **historian**. Your responsibility will be to keep an up-to-date account of this club’s program, including a scrapbook of pictures and clippings that will be of interest to 4-H members in the future. Do you accept this responsibility?”

**Incoming historian:** “I accept the responsibility and pledge to carry it out to the best of my ability.”

**Installer:** “From the light representing the 4-H spirit, you may light your candle.” (Incoming historian lights his/her candle from the Installer’s candle.)

(If your club elects other officers, such as photographer and telephone person, follow the same installation pattern-state responsibilities of positions and ask officer to accept those responsibilities.)

“The lights of your candles, representing the 4-H spirit, signify that the opportunities in 4-H are unlimited and endless. We would use our deeds of the past to guide our plans for the future and always strive for greater progress.

“Members, repeat after me: We as members pledge to you, our officers, the support and cooperation of our 4-H club throughout the coming year.” (To all) “Please stand as we repeat together the 4-H pledge.”

**All:** “I pledge  
My head to clearer thinking,  
My heart to greater loyalty,  
My hands to larger service, and  
My health to better living for  
My club, my community, my county, and my world.”

(The officers blow out their candles and leave the installation table.)

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## Example 2

### **Setting**

The Installer has, on a table, the following carpentry tools: hammer, blueprint, pencil and ruler, tool box (small), power drill, saw, and steel wool. The officers are at the front of the group in the following order: president, vice-president, secretary, treasurer, reporter, song leader, and recreation leader:

**Installer:** “As officers for the \_\_\_\_\_ 4-H Club, you are builders who form a work crew. Each crewmember has special work to do and a tool that symbolizes this work.

“\_\_\_\_\_, you are **president**. This hammer symbolizes power and order.” (Present hammer.)  
“You have many responsibilities. You will preside at club and executive committee meetings. You will be ready at any time to give your services for the best interest of the club. You must protect its good name and strive always to further its ideals and purposes.

“\_\_\_\_\_, this blueprint symbolizes careful planning and organization.” (Present blueprint.)  
“You, as **vice-president**, must be able to preside in the absence of the president. You will help plan in the absence of the president. You will help plan and announce each program. You will strive in every way to aid in promoting our 4-H programs.

“This pencil and ruler symbolize taking notes and marking carefully the progress and achievements of our club.” (Present pencil and ruler.) “\_\_\_\_\_, as **secretary** you will keep track of our club membership roll and keep a complete record of what takes place at each meeting.

“\_\_\_\_\_, this toolbox symbolizes the safekeeping of tools that are used for building.” (Present toolbox.) “As club **treasurer** you will keep track of our club finances. You will keep an accurate record of all receipts and expenditures.

“\_\_\_\_\_, you are **reporter**. The power drill symbolizes making noise. (Present power drill.)  
“You will make a lot of good noise for our club as you keep people informed of the activities and progress of our club. You must work in cooperation with the local and area newspapers, giving them an accurate and true account of our club meetings. You also will let them know of activities and events that they might like to cover with a staff photographer or reporter.

“A saw is said to sing, \_\_\_\_\_. As **song leader** you must sing also.” (Present saw.) “You will lead the club in songs that will liven us up during the meeting.

“\_\_\_\_\_, steel wool is used to put on a shine.” (Present steel wool.) “As **recreation leader(s)**, you will put the shine and polish on the club meetings, not with steel wool, but with an activity or game.

“As club officers you must strive to build a strong club that will last even after you leave the club, just as a carpenter builds a strong, sound house to last after he or she is gone.”

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### **Example 3**

#### **Setting**

The Installer has, on a table, a crystal bowl filled with crumpled gold paper representing the “pot-of-gold” at the end of the rainbow. Red, orange, yellow, green, blue, and purple ribbons are attached to the bowl. Each new officer comes forward in turn and takes the free end of the ribbon for the respective office.

**Installer:** “**President-Red**, symbol of courage, to lead and to govern with dignity and decorum.

“**Vice-president-Orange**, which has red in it, symbol of sharing in leadership.

“**Recreation leader-Yellow** is for gaiety, cheerfulness, brightness, and happiness.

“**Treasurer-Green** denotes growth, life, and vitality.

“**Secretary-Blue** stands for truth.

“**Reporter-Purple** is the color of royalty and this is a royal calling.

“When we look at each color separately, we see a simple color, but put them together and we find a beautiful rainbow. These officers, working together, will lead a beautiful organization.”

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## Example 4

### Setting

Installation theme is an airline flight. Each officer “becomes” one of the plane’s officers. The installer presents each one with a pair of flight wings (bought at a local variety store).

**Installer:** “Passengers are now boarding Flight 2-0-0-3,” (read ‘two, zero, zero, three). “On the 4-H Special—at Gate 2-0-0-2.

“Welcome to Flight 2-0-0-3. Our destination is the future, by way of the present. How far we go depends on each of us. Flying conditions are good, but turbulence is to be expected. With patience we will learn to overcome all obstacles. We shall fly higher than any year in the past \_\_\_\_\_ years (age of club). Our estimated time of arrival will be July 2003, when our accomplishments will be exhibited for the public to see at the county fair.

“Your pilot for this trip will be \_\_\_\_\_, **president**. We will look to him/her for leadership as he/she steers our course.

“The co-pilot is \_\_\_\_\_, **vice-president**. It is his/her duty to take over for the pilot when necessary.

“\_\_\_\_\_, as **secretary**, will be our flight attendant. He/she is charged with keeping the minutes of each meeting, handling all correspondence as well as handling the secretary’s record book. We depend on him/her for a comfortable flight.

“\_\_\_\_\_, is our crew chief. As **treasurer**, he/she must keep his/her feet on the ground, and be sure the plane is ready for flight. He/She will keep track of all finances.

“\_\_\_\_\_, is chief engineer. As our engineer, he’s/she’s in charge of engines and electrical systems for the smooth operation of our plane. As our **recreation leader**, he/she will plan each meeting’s entertainment for smooth running.

“\_\_\_\_\_, is our communications officer and will handle all publicity for the airline and will maintain contact as **news reporter** between crew and control tower—our club, Extension office, and newspaper.

“Your chief navigator will be the **leader**, \_\_\_\_\_, who will try to plot a good course for all of you. He/She will be assisted by all the other leaders, \_\_\_\_\_ and \_\_\_\_\_. They will help you complete your flight plans correctly.

“Will the officers please repeat after me: I pledge myself to be efficient without being overbearing; to be firm yet gentle; fair, yet kind; and just, yet charitable!

“To the passengers here assembled, let me present the officers chosen to direct the destiny of our club for this coming year. If you will fasten your seat belts, we are now ready for take-off.”

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