

## *Past Presidents Parley*

### HOW TO MENTOR A MEMBER

#### UNIT OR DISTRICT PAST PRESIDENTS PARLEY MEMBER RESPONSIBILITIES:

- ❖ Offer to escort a new member to a Unit meeting.
- ❖ Offer to car pool with a new member for District meetings, ABC School, School of Instruction, District Constitutional Conference or other Unit events and fundraisers.
- ❖ Offer to carpool and room with a new member for Fall Conference or Department Convention.
- ❖ Offer guidance and explanation of Preamble, rituals, customs, abbreviations, etc.
- ❖ Introduce her/him to the President as well as other members at meetings. Ask them to share a little about themselves. Have members introduce themselves.
- ❖ Offer to meet at post at events and social gatherings and introduce them.
- ❖ As each committee report is given, ask chairperson to explain the purpose of the committee and how the unit supports it.
- ❖ Explain the duties of the officers, chairmen, and committee members.
- ❖ Encourage a positive attitude and avoid conflict during the meeting.
- ❖ Encourage meetings to last no more than one hour, be interesting, engaging and fun. Be open to new ideas and be positive.
- ❖ Evaluate the new members interests, talents and capabilities. Do not pressure someone into a position they are not ready for.
- ❖ Past Presidents should advise when asked.
- ❖ As Past President, you may want to nominate a member for the Mentor of the Year award.
- ❖ Continue to support the Unit through your knowledge and ongoing leadership.
- ❖ Offer to be a member on the Audit, Budget or Nominating committees.