

VOLUNTEER NEEDED

Join Us!



astra.altrusa.org

**Become more
effective in your
leadership roles
and further
develop helpful
knowledge and
skills.**

A blue circular graphic with a hand-drawn, brush-stroke-like border. Inside the circle, the text "Officers & Committee Chairs" is written in white, centered and stacked vertically.

Officers
&
Committee
Chairs

About us

ASTRA is an international community service organization for young women and men ages 11-25, and exists in middle schools, high schools, community colleges, colleges/universities and as community clubs around the U.S. and abroad. ASTRA is always actively sponsored and supported by a local Altrusa Club.



“Growing in Service”

ASTRA is an acronym for:

A=Ability – to know that all of us have special talents to share with others.

S=Service – to improve the lives of those less fortunate in the community.

T=Training – to develop leadership ability and potential.

R=Responsibility – to learn to accept obligations and know the satisfaction of carrying projects through to a successful conclusion while dealing with unexpected obstacles that arise.

A=Achievement – to experience success and to know that a group working together can accomplish so much more than any one individual.



**You have been
elected!!**

What Now?

Your club members believe you can inspire and lead them as your club grows in service to your community and beyond!

Skills Required or Need Development

- 1.to inspire and motivate others,
- 2.to communicate effectively,
- 3.to take initiative,
- 4.to develop effective partnerships,
- 5.to make plans and execute them,
- 6.to blend individual gifts and styles of members to strengthen the organization and its service.

Officers

President

The PRESIDENT is the leader of the ASTRA Club, is Chair of the ASTRA Board of Directors and is a non-voting ex-officio member of all standing and special committees. The President establishes enthusiasm and open communication with club members, includes and encourages all members of the ASTRA Club throughout the year, prepares an agenda for each ASTRA club and board meeting, leads and ensures that monthly club meetings and board meetings are well-planned and executed, oversees the functioning of all committees ensuring the successful planning and completion of club activities, facilitates discussions and decisionmaking by club members, actively promotes the ASTRA Club, may need to speak at public events occasionally, and needs to commit time each month to planning and coordinating ASTRA details outside of meeting times. The President works actively in conjunction with the Altrusa Advisors.

Officers

Vice-President

The VICE PRESIDENT assists and supports the President in all club operations, acts in the absence or inability of the President to perform the President's duties, accepts other duties as delegated by the President, and supports other officers and committee chairs with their duties. The Vice President attends club and board meetings and communicates regularly with the President. The Vice-President is also recommended to be Co-Chair of the Service Committee.

Officers

Program/ Communications

The Program and Communication officers are responsible for all club records and correspondence, including keeping a record of attendance at all meetings, keeping the minutes of each meeting. The Program and Communication officers manage social media and any formats used to keep the members informed about meetings, projects, and events. They also attend club and board meetings, communicate regularly with the President, and perform other duties as may be delegated by the President and Vice-President. The Communication officer keeps a permanent file of important papers and official ASTRA Club records. Altrusan ASTRA Advisors keep the official ASTRA records over the long-term.

Monthly Checklist

Adapt to meet the needs of your club
(a copy has been added to your packet)
located online for you to download.



Meetings



Get the word out



Make an agenda



Set goals &
deadlines

Projects



Responsible
Scheduling



Logistics and
Funding



Advertising and
Enthusiasm

Recruiting New Members

- Expand your circle of who you talk with about ASTRA.
- Publicize in effective ways that anyone can be an ASTRA member. Make it clear that membership is not about grades, popularity, or prior leadership experiences. ASTRA is about service and leadership.
- Have a fun activity early in school year to recruit members. How about a pizza party?, pumpkin carving? Organization fairs?
- Share successful service throughout the year in ways that might involve and encourage more new members.

Member Benefits

Scholarships

Altrusa International, Inc., offers two types of scholarships to ASTRA students:

Deadline is March 15th

College - (4) \$1,000

High School - (2) \$2,000

and (2) \$1,000

In addition, Altrusa International of Temple, TX, Inc. offers several scholarships each year.

Service Award

Each ASTRA club has the opportunity to showcase a signature service project each year that may be submitted for a service award judged by the District. The deadline is March 1st. The district winners are then judged at an international level.

Graduation Cords

All graduating seniors are eligible to receive a graduation cord as a member of the club. Your Altrusa sponsor will order the cords that will be presented at the ASTRA graduation celebration.

Service Project Ideas

Time to Brainstorm

Take 10-15 minutes with your club officers and come up with a list of ideas of how you would like to serve the community this year.

A list of ideas has been added to your packet.

Share

Volunteering is a great way to give back to your community, meet new people or just have fun.



Have a great year!

**Download a copy of this presentation
for later.**

