



The Five Traits of a Healthy Chapter

#1 An active committed board. All of the positions don't have to be filled, but the members that are on the board should be active.

- ✓ Guide the chapter with ideas for projects and events.
- ✓ Be organized and respectful of others time. Start on time. Come to meetings prepared with agendas and reports so members and guests can follow along. If you are responsible for something, come prepared with an update, questions you need answered, or what you need for the activity to be successful.
- ✓ Keep track of your chapter's activities – what's happened and what's coming up. People love to hear about this, especially if they miss an event or meeting.
- ✓ Be supportive and open to member's ideas and passions. Train members on how to be a chair or host an event. Pair up experienced members with newer members to help them realize the potential of their ideas.

#2 Have a mix of service projects, socials, and membership events every trimester. Ideally the chapter would have two or three of each per trimester.

- ✓ Service projects are the gateway to your community. Anything you do to make a difference is a service project, from picking up trash in a local park to donating \$10,000 to a charity. It all matters to the community & your members!
- ✓ Socials help bond your chapter in friendship. These are members only events and they can be fun and/or educational.
- ✓ Membership events are for getting others introduced to the chapter and all you do. These help bring new ideas and excitement into your chapter.

#3 Be active in recruitment and retention. This is all about the balance between being open and actively accepting to new members and new ideas, while at the same time retaining the members you have.

- ✓ Make yourself known in your community. Publicize general meetings and community service projects in your local paper and community bulletins.
- ✓ Make personal communication with all of your members a priority. Every trimester call them or send them a handwritten note in the mail. If you haven't seen a member in a while, contact them and let them know they are missed!
- ✓ Make time to actively look for new members. Don't be afraid to talk about why you love your chapter while you are waiting in a line or at a different event. Hand out a postcard, flyer or business card with your chapter's information and upcoming events.

4 Have Engaged Members. An engaged member participates in at least one event every trimester.

- ✓ All members should be plugging themselves in where it makes sense for them. All members will not participate in every event and that is ok.
- ✓ Use co-chairs for projects to build experience in members and balance the workload. Co-chairing is also a lot of fun & a great way to get to know someone new.
- ✓ Meetings, service projects, socials, and membership events should be organized so that they run smoothly and all involved leave with a good impression of the chapter.

#5 Have Positive Energy. The chapter's atmosphere should be fun and uplifting.

- ✓ Positive energy allows you to make a greater difference in your community and yourself. You will attract what you put out into the world.
- ✓ Chapter events should be something you look forward to because members like the people involved, feel respected and look forward to what is coming next.
- ✓ Empowering members increases positive energy.

Healthy chapters make healthy communities.

Is your chapter healthy?

Contact mvp@mnwt.org if you need support with the implementation of the five traits in your chapter.