



## **CLUB COMMUNITY SERVICE COMMITTEE**

**PURPOSE:** To oversee Youth and Community serving projects. To evaluate current projects as to their viability and to seek out new project ideas.

**PERSONNEL:** The Committee should consist of 1-7 members including the Chair. Members should be highly motivated, sensitive to community and youth needs and be good at organization. Often the Chair of each service project serves on this Committee.

### **DUTIES/RESPONSIBILITIES:**

- To plan and review new project opportunities and new project chairs for future service projects, particularly those meeting the needs of children and youth.
- To encourage Club participation in the major Optimist International Programs, namely, Childhood Cancer Campaign, the scholarship programs and OI Junior Golf Championships, as well as programs to meet local needs.
- To assist in the administration, coordination and encouragement of service projects.
- To act as a liaison between service project Chairs and the Board of Directors, if necessary.

### **RESOURCES:**

- [www.optimist.org](http://www.optimist.org) and click on the “Members” page.
- Review the online information on the “Programs” page located in the right column. Many Planning Guides are available
- Review the link [http://www.optimist.org/Documents/Kit-Community\\_Needs\\_Assessment.pdf](http://www.optimist.org/Documents/Kit-Community_Needs_Assessment.pdf) for a Community Needs Assessment tool
- Review the link [http://www.optimist.org/Documents/Kit-Community\\_Needs\\_Assessment\\_Survey.pdf](http://www.optimist.org/Documents/Kit-Community_Needs_Assessment_Survey.pdf) for you to use as your own community’s needs survey.

**ACTION PLANS:** As a Committee, determine the needs the community has in order to develop planned programs to help meet those needs.

- a) What is going to be done?
- b) Who is going to do it?
- c) When is it going to be completed?