

Let's Take a Hike with KEHA 2023-2024



An Installation Ceremony for KEHA Club, County, Area, and State Officers

Items Needed

President – A small pack of trail mix

Vice President(s) – A pack of snack crackers

Secretary – A granola bar

Treasurer – A small bag or package of chocolate coins, 100 Grand or PayDay candy bar

Educational Chairmen – A small bag or package of animal crackers for each chairman

Script

The installation of new officers is a time to reflect upon the accomplishments of our previous leaders and look forward to the new ideas and inspirations of our newly elected leaders. To those who have faithfully served this past term, thank you for sharing your leadership with KEHA. As you have hiked through this journey, you have provided outstanding service and helped set the stage for a positive future.

The theme for the Kentucky Extension Homemakers Association this year is “Let’s Take a Hike with KEHA.” Typically, when we set out for a hike, we make sure to bring along snacks to provide fuel and energy for our journey. As you each begin a new leadership adventure as an officer in our organization, you bring a distinctive skill set to your position. Let the snacks you receive as part of today’s installation be a reminder of your unique duties and responsibilities. Would all newly elected officers and chairmen please come forward? <Ask the individuals to be installed to line up in order, beginning with educational chairs.>

The members have shown their faith and confidence in your ability and have chosen each of you to lead the great work of this organization in the coming year. Your willingness to serve and fulfill your duties to the best of your knowledge is the first step toward making your term successful. We will begin our installation with the Educational Chairs. <Read the names and positions.>

In KEHA, each educational chair is charged with developing, implementing, and evaluating programs related to their specific focus. Your different areas of focus combine for the overall emphasis of the organization. Do each of you promise to faithfully carry out your duties,

providing unique activities and programs for our members? Let these animal crackers remind you that while each educational chairmanship is unique, the basic ingredients are the same and the combination of different shapes together provides greater variety. <Present the gift to each chairman.>

<Name of treasurer>, could you please step forward? The treasurer is charged with accurately managing the organization's finances, tracking expenses, and ensuring all funds are accurately accounted for. Do you promise to carry out your duties faithfully and diligently as treasurer? Let <these gold coins/candy bar>, a tasty representation of the money you handle, remind you of your duties and provide energy for your work. <Present the gift to the treasurer.>

<Name of secretary>, could you please step forward? A granola bar combines different ingredients together and binds them in a single snack. As secretary, you are charged with combining the business actions from each meeting into concise minutes and maintaining the organization's records in a cohesive system. Do you promise to carry out your duties to the best of your ability? Let this granola bar remind you of your responsibilities. <Present gift to the secretary.>

<Name of Vice-President(s)>, could you please step forward? In KEHA, vice presidents are typically charged with coordinating membership recruitment and leading program planning. Just like a snack cracker combines different layers in a single item, the vice president provides the cohesion to bring together different ideas for a unified plan. Do you promise to faithfully carry out the duties of your office? Let this pack of snack crackers remind you of your charge as vice president. <Present the gift to the vice president(s).>

<Name of President>, could you please step forward? Trail mix combines a variety of ingredients together to provide energy and fuel during a long hike. As president, you are charged with leading our diverse membership, coordinating a variety of activities, and fueling our activities with energy and enthusiasm. Do you pledge to use your knowledge and skills to provide leadership as we hike through various activities for the <club/county/area> today and into the future? Let this bag of trail mix remind you of your role as president. <Present gift to the president.>

Members, please stand with us. Long hikes often take teamwork and the contributions of many to get to our destination. Members, do you promise to use your many talents to contribute to the success of our organization and to support these leaders as they carry out their duties?

By the authority vested in me as the installing officer, I now declare these officers of the <club/county/area> as duly installed. Congratulations and best wishes!

Adapted by Karen Hill, Past President of KEHA, and Kelly May, B.S., KEHA State Advisor and Senior Extension Associate for Family Finance and Resource Management, University of Kentucky Family and Consumer Sciences Extension. From a previous work by Kim Henken, M.S., Director for Extension Engagement, University of Kentucky Cooperative Extension. April 2023