Installation Ceremonies of 4-H Club Officers

**Example 1**

The Installer may be a leader, teen leader of the group from a county leadership group, a former president of the group, or the retiring president.

**Setting**

A table at the front of the room with one candle and drip card for each officer and the Installer and matches. The Installer's candle is lighted. The other candles on the table are not lighted. The incoming officers and the Installer approach the table as a group from the back of the room.

**Installer:** “4-H members of ______ club, we will install the officers we have elected to serve for the coming year.

“To you, ______, we entrust the honors and responsibilities of the office of president. You shall preside at business meetings and your own example will lead the organization to greater achievement. Do you accept the responsibility of your office?”

**Incoming president:** “I accept the responsibility of this office and pledge myself to faithfully serve my club and the ideals of 4-H.”

**Installer:** “From this light representing the spirit of 4-H, you may light your candle.” (Incoming president lights his/her candle from the installer’s candle.)

“______, you have been elected to the position of vice-president. You are assistant to the president, and in charge when the president is absent. You will become familiar with the duties of that office and give assistance to the president. Do you accept the responsibility of your office?”

**Incoming vice-president:** “I will serve as vice-president to the best of my ability.”

**Installer:** “From the light representing the 4-H spirit, you may light your candle.” (Incoming vice-president lights his/her candle from the installer’s candle.)
Installer: “You, _____, have been elected to the office of secretary, a position calling for honesty, promptness, and exactness in keeping a written record of events, activities, and transactions of our club. Do you accept the responsibility of your office?”

Incoming secretary: “I will strive to keep a complete and accurate record of all meetings of our club.”

Installer: “From the light representing the 4-H spirit, you may light your candle.” (Incoming secretary lights his/her candle form the Installer’s candle.)

“You, _____, have been elected to the office of treasurer. You will keep a complete account of all club receipts and expenditures. Club funds will be disbursed only as directed by the group. Do you accept the responsibility of your office?”

Incoming treasurer: “I will strive to be honest and keep an accurate record of the club’s funds.”

Installer: “From the light representing the 4-H spirit, you may light your candle.” (Incoming treasurer lights his/her candle from the Installer’s candle.)

“You, _____, have been selected to the position of reporter. You have the responsibility of informing members, parents, and the other 4-H friends of our local club program. Do you accept the responsibility of your office?”

Incoming reporter: “I will serve as a reporter to the best of my ability.”

Installer: “From the light representing the 4-H spirit, you may light your candle.” (Incoming reporter lights his/her candle form the Installer’s candle.)

“You, _____, have been elected to the position of historian. Your responsibility will be to keep an up-to-date account of this club’s program, including a scrapbook of pictures and clippings that will be of interest to 4-H members in the future. Do you accept this responsibility?”

Incoming historian: “I accept the responsibility and pledge to carry it out to the best of my ability.”

Installer: “From the light representing the 4-H spirit, you may light your candle.” (Incoming historian lights his/her candle form the Installer’s candle.)

(If your club elects other officers, such as photographer and telephone person, follow the same installation pattern-state responsibilities of positions and ask officer to accept those responsibilities.)

“The lights of your candles, representing the 4-H spirit, signify that the opportunities in 4-H are unlimited and endless. We would use our deeds of the past to guide our plans for the future and always strive for greater progress.
“Members, repeat after me: We as members pledge to you, our officers, the support and cooperation of our 4-H club throughout the coming year.” (To all) “Please stand as we repeat together the 4-H pledge.”

All: “I pledge
   My head to clearer thinking,
   My heart to greater loyalty,
   My hands to larger service, and
   My health to better living for
   My club, my community, my county, and my world.”

(The officers blow out their candles and leave the installation table.)

   Pattern for drip card for 4-H ceremonies using candles. (Trace and cut from green construction paper.)