

Senior Auxiliary Basics Course

Our History and Legacy



Introduction



What is Leadership and why take this course

Where does one find a good leader?

Most leaders are not born, they are made.

A good leader knows as much as possible about the organization they are leading, has a passion for the work and understands parliamentary procedure. This course is a first step in becoming an effective American Legion Auxiliary leader.



Information contained in this course:

- Part 1: History of the organization
- Part 2: Programs
- Part 3: Protocol
- Part 4: Conduct of business

Part 1, History...the First 90 Years



- **The Beginning Years 1921-1929**
- **Mission:**
 - Concern for veterans
 - Combat pacifism/isolationism
- **Served with Legion “in peace as they had in war”**
- **Organizational growth**
 - 11,000-200,000 members



Barrett



Bishop



Oliphant



Shepard



Macauley



Walbridge



Ficklen

History... the First 90 Years



Constitution of the American Legion

- **Article XIII Auxiliary**
 - Brief outline
- **Section 1**
 - Legion recognizes an auxiliary organization
- **Section 2**
 - Membership criteria
- **Section 3**
 - To be governed by the American Legion

Criteria for establishing Departments

Minnesota first department

**First convention held
November 1, 1921**



History... the First 90 Years



- **Firsts of first convention**

- National Constitution and Bylaws adopted
- Preamble adopted
- Name officially changed to American Legion Auxiliary
- 1921 election of first President
 - Edith Hobart of Ohio
- Poppy adopted as memorial flower
- National headquarters established in Indianapolis, IN
- Selection of first National Secretary
 - Pauline Curnick of Indianapolis
- Selection of first National Treasurer
 - M. Izetta McCoy of Kansas

History... the First 90 Years



- **First Programs**
 - Rehabilitation
 - Child Welfare
 - Americanism
- **Second convention-Departments in 48 states**
 - Focus: Hospitalized veterans and their families
- **Third year**
 - Focus: Veteran's adjustment compensation bill and care of orphans of veterans
 - First Patriotic Conference on National Defense

History... the First 90 Years



Firsts

- 1927 Convention held in France
- 1928 Department Presidents and Secretaries Conference
- 1929 National President presented with Auxiliary Colors

Exam — The Beginning



1. An American Legion committee determined that the best way to build an effective auxiliary was to build from the ground up creating a new patriotic women's organization to work with the Legion.
2. The Auxiliary was first perceived to be a social group for veterans and their wives.
3. The official name, the American Legion Auxiliary, was adopted by the organization at the First National convention of the Auxiliary in Kansas City, Missouri, in 1921.

Exam – The Beginning cont.



4. Dr. Helen Hughes Hielscher of Minnesota was elected temporary chairman of the first convention.
5. Ms. Edith Hobart of Ohio was elected National President to lead the organization in its first year.
6. The poppy was adopted as the official memorial flower of the Auxiliary at the first convention, and poppy programs are conducted each year.
7. National Headquarters for the Auxiliary was first established in Washington, D.C.

History... the First 90 Years



- **The Depression Years** - stronger bond between members
 - Focus:
 - Gifts for hospitalized veterans
 - Books for all, Community Service Committee established
 - Veterans loans, Adjusted Compensation Certificate
 - Stronger National Defense



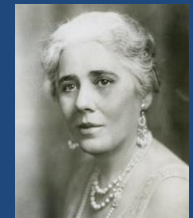
Mcrae



Hoyal



Williams



Blackburn

Exam — The Beginning cont.



8. Ms. Pauline C. Curnick of Indianapolis served as the first National Secretary, aided by a staff of 13.
9. Dr. Kate Waller Barrett of Virginia was elected National President at the second national convention in 1922.
10. The Auxiliary felt no need to take part in the first Women's patriotic conference on National Defense in 1925.
11. Between 1928 and 2012, a Department Presidents & Secretaries Conference was conducted by the Auxiliary.

Homework: Learn how and when your Department began and who the early leaders were.

History... the First 90 Years



- **Firsts**

- Area Rehabilitation Conferences
- VA Hospital Gift Shops part of rehabilitation program
- Girls State Program



Biester



Carlson



Mucklestone



Hahn



Douglas



Morris



Corwith

Exam — The Beginning cont.



12. The long battle for the best care for disabled veterans began in 1922 and eventually resulted in the establishment of the Veterans Administration.
13. The Auxiliary and the Legion were instrumental in the passage of legislation to give adjusted compensation to World War I veterans.
14. Work with unemployed veterans became a major concern of the Auxiliary and The American Legion during the Depression.

Exam – The Depression Years



15. Despite economic conditions and unemployment, the Auxiliary suffered no loss in membership during the 1930' s.
16. The battle for Adjusted Compensation Certificates, which granted loans to veterans, was won in 1936 when the bill passed and was enacted over the veto of the president.
17. The Auxiliary was not concerned about National Defense in the 1930' s.

Exam – The Depression Years cont.



18. In 1937, more than 2 million people lined the streets of New York City to see the parade of 150,000 Legionnaires; the largest in the history of both organizations.
19. Recognizing that the needs of the disabled veterans were increasing, the first Area Rehabilitation conferences were held in 1937 and 1938.
20. Kansas and Nebraska shared honors with the first Girls State programs in 1939.

Homework: Find out when and where your Girls State program began. What are the highlights of the program today?

History...the First 90 Years



- **The Years During WWII**
 - Registration Day
 - Americanism Campaign
 - Emergency voluntary Service Committee
 - Mobile library to troops in India
 - Campaign for members to join the military



Lemstra



Murrill



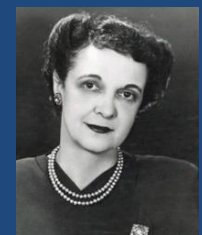
Mathebat



Smith



Gilbert



Craven

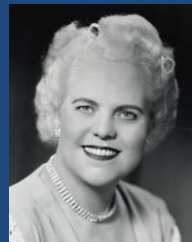
History... the First 90 Years



- Child Welfare program raised over \$2 million to aid ½ million children.
- GI Bill of Rights drafted by Legion; Auxiliary promoted passage of Servicemen's Readjustment of 1944
- Five-point program began to support Americanism
- First Girls Nation - 1947
- National President's Scholarships increased



Pearl



Hutton



Goode

Exam – World War II Years



21. The Auxiliary was not concerned with the anticipated needs of the nation as war loomed on the horizon in 1940.
22. A vigorous Americanism campaign was launched in 1941, and membership climbed past the half million mark.
23. After the bombing of Pearl Harbor, an unsuccessful attempt was made to organize Auxiliary units in Hawaii.
24. During World War II, the Auxiliary organized its own programs to meet the need of the country, declining participation with other groups.

Exam – World War II Years cont.



25. When membership was opened to women with World War II service connections, all female relatives were immediately eligible for membership.
26. The Auxiliary and the Legion were instrumental in the passage of the “GI Bill of Rights” for veterans of World War II.
27. After the war ended, the Auxiliary confined its attention to its original programs and assistance to veterans of World War I.
28. The first Girls Nation, an extension of Girls State, was held in Washington D.C. in 1947.

History... the First 90 Years



- **The Cold War Years**

- New high in membership of 975,00
- New committee formed Civil Defense
- Last Women's Patriotic Conference on National Defense
- Rehabilitation program broadened with personal gifts
- First Women's forum on National Security
- All time high of nearly a million members (998,103) reached in 1955
- First "Need a Lift?" booklet



Sheehe



Reed



Campbell



Ashton



Burdett



Lainson



Ward



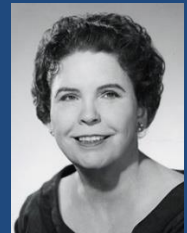
Zeller



Kelly



Gunn



Gray

Exam – The Cold War Years



29. Concerned with internal security, the Auxiliary went into action against communism in the United States.
30. Believing that war would never come again, the Auxiliary and the Legion opposed universal military training.
31. The Women's Forum on National Security, held in Washington DC, was the first conference on patriotism and national defense ever participated in by the Auxiliary.
32. The unit members carry out the programs set forth by the department and national organization of the American Legion Auxiliary.

History... the First 90 Years



Ahnemiller

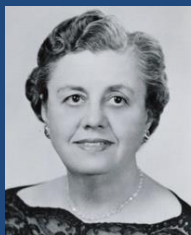
- **The Tumultuous Sixties and Seventies**
 - Membership decline
 - National President visited Saigon
 - Philippines established as a Department
 - Auxiliary Emergency Fund established
 - First voluntary insurance programs for members
 - Protesters marred National Convention
 - First National Vice President



McKay



Koger



Johnson



Andrews



Hanes



Ryan



Randall



Hanell



Davidson

History... the First 90 Years



• Tumultuous Sixties and Seventies

- Auxiliary members wore POW/MIA bracelets
- Cavalcade of Memories established
- High membership during Bicentennial year
- Purchased Liberty Bell replica for Freedom Train
- Joint Boys and Girls Nation session
- Energy Conservation Committee established



Shaw



Parker



Chilton



Jarrett



Kubby



Schanel



Brown



Moltzen



Bigalow



Kennedy

Exam – Tumultuous 60's & 70's



33. President Lyndon B. Johnson approved Vietnam veterans eligible to join The American Legion in 1965.
34. Granddaughters have always been eligible for membership in the American Legion Auxiliary.
35. The first national vice president was elected during the Portland, Oregon National Convention in 1970.
36. Ten rooms were set aside at the former national headquarters for the Cavalcade of Memories.

History... the First 90 Years



- **Fostering Tradition and Nurturing Change in the Eighties and Nineties**

- Awareness Assembly established
- Past Presidents Parley awarded nursing scholarships
- Great granddaughter eligibility added
- Children safety tips in “The Secret of Animal Island”



Seymour



Roethell



Stolte



Gear



Gardner



Melgard



Starr



Behrend



Galka



Calder

History... the First 90 Years



• Fostering Tradition and Nurturing Change in the Eighties and Nineties

- Female family members of Desert Storm eligible for membership
- Homeless veterans targeted for help
- Teen Court highlighted
- Citizen Flag Alliance formed
- 75th Anniversary celebrated
- Fisher House supported



Paul



Yankovich



Boone



Holcomb



Newsome



Deshotel



Bachman



Kranig



Hobbs

Exam – Change in the 80's & 90's



37. In 1982, the Women's Forum on National Security was changed to the Awareness Assembly to inform members about national and international issues pertaining to defense, security, veterans, women and the elderly.
38. Auxiliary members participated in Habitat for Humanity International -- Jimmy Carter Work Project to build homes for the needy.
39. The Family Support Network was launched in 1990 to aid families of Korean War veterans.

Exam – Change in the 80's & 90's



40. Membership eligibility in 1995 was extended to include grandmothers of American Legion members.
41. Fisher Houses, as comfort homes, help family members of military and also provide for family of veterans.
42. Family Support Network provides assistance to overseas service personnel.
43. Auxiliary members contributed funds to help build the WWII memorial.
44. Membership eligibility expanded to female family members of Desert Storm.

History... the First 90 Years



- **The New Century and Beyond**

- National Creative Arts Sponsorship
- \$100,000 donated for Terrorists Attack relief efforts
- Youth Hero Award
- Electronic support for hospitalized soldiers
- Process of Strategic Planning began
- “Educating Children of Warriors” education fund
- National Headquarters relocated



Stewart



West



McLaughlin



Bailey



Morris



Dutton



Van Kirk



Cronin



Pulvermacher-Ryan



Stoy

History... the First 90 Years



- **Honorary Past National President**
 - National Secretary 1978-1993



Junge

History... the First 90 Years



Navarrete



Ashworth



Nelson

- **The New Century and Beyond**
 - 90th Anniversary celebration
 - Vista Volunteer
 - Record AEF help
 - Back to the programs of the Auxiliary
 - PODS

Exam – The New Century and Beyond



45. A partnership with the Department of Veterans Affairs rehabilitation program called the National Creative Arts Festival became a reality.
46. Hero Awards are for veterans who save lives.
47. In the Auxiliary's quest to remain a strong entity in the future, we began developing a organizational strategic plan.
48. Vista Volunteers help both Departments and National offices.

Exam – The New Century & Beyond



49. In 2012, the mid-winter Awareness Assembly in Washington DC was officially renamed the Washington Conference.
50. Members are encouraged to stay up to date using electronic communication such as Face Book and Twitter.

Homework: *What is the motto of the American Legion Auxiliary?*

Part 2, Unit as the Foundation



- **General information**
 - **Structure of the organization**

- **Programs**
 - **Mission Outreach Standing Committees**
 - **Member/Organizational Support Standing Committees**

Mission Outreach Standing Committees



- Americanism
- Children & Youth
- Community Service
- Education
- Girls State
- Junior Activities
- Legislative
- National Security
- Poppy
- Veterans Affairs and Rehabilitation

Exam – The Unit, Active Programs



51. Americanism is an overriding principle in every program of the American Legion Auxiliary.
52. Americanism is not promoted outside the organization.
53. The Auxiliary encourages sponsorship of Boy and Girl Scout troops by its Units.
54. Lack of basic knowledge in Americanism can cause even the most dedicated citizens to be misled.
55. The American Legion Auxiliary is not concerned with new citizens.

Exam – The Unit cont.



56. Members of the American Legion Auxiliary should not become involved in activities of school boards, city councils, etc., except as watchdogs.
57. Working with The American Legion is a good way to carry out Americanism programs.
58. Children & Youth programs are limited to only the children of veterans of the last seven wars.
59. Preservation of the integrity of the family home is a prime objective of the Children & Youth program.

Exam – The Unit cont.



60. Cooperation with other sound organizations in the interest of youth is another way of accomplishing the purposes of the Children & Youth Program.
61. Continued financial support of needy families is the primary purpose of the Children & Youth Program.
62. Support of needed legislation for children through convention resolutions is an important responsibility of The American Legion and American Legion Auxiliary on national, department and unit levels.
63. The watchwords in Community Service are initiate, cooperate, but never duplicate.

Exam – The Unit cont.



64. Units are not expected to work in a Community Service project every year.
65. Cooperation with other community organizations in worthwhile projects is always encouraged.
66. The American Legion and Auxiliary work closely on all levels for the betterment of school systems.
67. The Girls State program is a learning-by-doing experience in the workings of government.

Exam – The Unit cont.



68. The units of the American Legion Auxiliary cannot accept help from outside organizations to sponsor delegates to Girls State.
69. Girls Nation is a permanent extension of the Girls State program.
70. The Junior members of the American Legion Auxiliary are considered to be the future of the organization.
71. The Junior organization is an entirely separate entity.
72. The Juniors receive training in Americanism, Children & Youth, and other Auxiliary programs.

Exam – The Unit cont.



73. The American Legion Auxiliary takes direction from The American Legion in matters of legislative concern.
74. The Dispatch is published by the American Legion Auxiliary.
75. Members of the Auxiliary provide a great amount of the “pen power” in legislative matters.
76. Two forms of membership in the American Legion Auxiliary are active and honorary.
77. The American Legion sets eligibility rulings for membership in the American Legion Auxiliary.

Exam – The Unit cont.



78. If the veteran is alive, wives, mothers, sisters, daughters, granddaughters, great-granddaughters and grandmothers are eligible for membership in the American Legion Auxiliary even though the person through whom they are eligible does not belong to the Legion.
79. The National Security program is fairly new to the American Legion Auxiliary.
80. Only members of the Auxiliary and their families may participate in Poppy Poster contests.

Exam – The Unit cont.



81. Proceeds from the distribution of poppies may be used only for programs which benefit children of veterans.
82. The Auxiliary and the Legion work shoulder-to-shoulder in the Veterans Affairs and Rehabilitation program.
83. Hospital volunteers must take an orientation course that is given by the VA Director of Volunteers and the Auxiliary in order to work in the medical centers.

Exam – The Unit cont.



- 84. Orientation is optional for “Service to Veterans” volunteers.
- 85. Hospital gift shops are held so that patients may purchase gifts for their families.
- 86. The American Legion posts sponsor job fairs to help veterans find employment in their communities.
- 87. The American Legion Auxiliary attempts to always keep its programs current with the problems and challenges of the times.

Member/Organizational Support Standing Committees



- Audit
- Auxiliary
- Emergency Fund
- Cavalcade of Memories
- Constitution & Bylaws
- Finance
- Leadership
- Membership
- Past Presidents Parley
- Public Relations

Exam- The Unit, Administrative Programs



88. The American Legion Child Welfare Foundation was created to provide grants for research, special projects, and other programs in the interest of youth not covered by the regular programs of Children & Youth.
89. The Heart of America Awards recognized talented print and broadcast professionals who make positive contributions to American women, children, and families by informing the public about timely issues, by providing valuable or thought-provoking information, or by promoting a better and more positive image of women and children in our society.

Exam - The Unit Cont.



90. Public Relations chairmen should work closely with all other chairmen in order to best publicize the programs of the Auxiliary.
91. The Auxiliary Emergency Fund was established to provide continuing financial assistance for members in need.
92. The Past Presidents Parley was organized as a social group only.
93. The publicity campaign for poppy distribution provides an excellent opportunity for the public to learn of the work being done by both The American Legion and Auxiliary.

Exam – The Unit cont.



94. The Constitution & Bylaws of a local unit cannot be in contradiction with the department and national Constitution & Bylaws.
95. The information found in the unit Constitution & Bylaws is privileged information for the Unit Executive Committee.
96. The American Legion Auxiliary recognizes the importance of strong leadership through its Leadership program.

Exam– The Unit cont.



97. Members must go outside the organization for instruction.
98. Auxiliary Magazine goes to all members of the Auxiliary, Seniors and Juniors.
99. The national leadership workshops are held for only the elected officers and chairmen.
100. The Auxiliary Emergency Fund is administered by the National Adjutant of the American Legion and the National Secretary and National Treasurer of the American Legion Auxiliary.

Part 3, Protocol



• Distinguished guests - Basic Protocol

- Invitations
- Preliminary planning
- Escort
- Basic Seating
- Correct introductions or presentations
- Inspirations, invocations, closing thoughts and grace



Protocol



- **Invitations**

- Plan, then invite early, give time, place, type of meeting
- Give time allotted, subject matter, background
- Give name of escort

- **Preliminary Planning**

- Check meeting place for lights, ventilation, address system, chairs
- Arrangements for equipment for speaker
- Appointed escort/Distinguished Guest chairman

- **Escort**

- Guest is positioned to right of escort
- Double line/Single line-Guest of honor always escorted alone

Protocol



- **Basic seating**
 - Presiding officer position
 - Guest of honor position
 - Business meeting seating protocol
- **Correct introductions/presentations**
 - Introduce one not known
 - Present one who is already known
 - Guests-highest ranking to lowest ranking
 - To error is not a major crime!
- **Inspirations, invocations, closing thoughts & grace**
 - Invocation-assembly rises
 - Grace-assembly remains seated

Part 4, Conduct of Business



- **Conducting a meeting**
 - Pre-plan your agenda
 - Call to order
 - Meaning of gavel rap -1,3
- **Order of business**
 - Roll call
 - Reading and approval of minutes
 - Reports
 - New/Old business
 - Closing

History — The Future



- **Mission Statement**

- In the spirit of service, not self, the mission of the American Legion Auxiliary is to support The American Legion and to honor the sacrifice of those who serve by enhancing the lives of our veterans, military, and their families, both at home and abroad.
- For God and Country, we advocate for veterans, educate our citizens, mentor youth, and promote patriotism, good citizenship, peace and security.

History — The Future



- **Vision Statement**

- The vision of the American Legion Auxiliary is to support The American Legion while becoming the premier service organization and foundation of every community providing support for our veterans, our military, and their families by shaping a positive future in an atmosphere of fellowship, patriotism, peace and security.

Homework - How can your membership make a difference in the future of our organization and what can you do to help the organization fulfill its mission and vision?



Congratulations!
You have successfully
completed the
Senior Auxiliary Basics
Course