

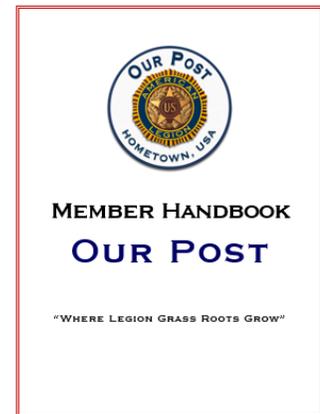
Our Post's Member Handbook

By Rick Pushies

Post 66, Webmaster

The American Legion states, *"The Officer's Guide is intended as the principal handbook issued by National Headquarters to help American Legion officers fulfill their responsibilities."* and it is a good handbook full of important information for post officers. The leaders of Post 66 believe our new Legionnaires and many seasoned Legionnaires in our post could benefit from a simple easy to follow Member Handbook.

We recently updated the post handbook, as it has been several years since the last update. The Member Handbook keeps getting better with each update. A Legionnaire friend suggested that our post handbook could easily be modified for use by other posts and districts. So, we modified our post Member Handbook into a sample Member Handbook for a fictional post, called 'Our Post' of Hometown, USA to make it easier for others to adapt the handbook for use in their post.



A Microsoft Word version of the sample Member Handbook can easily be downloaded and modified to fit the needs of your post. Easy Sneezy! The Word version of the sample Member Handbook can be found at:

http://slolegion.org/our_post/Our_Post_Handbook.docx

When you read the Handbook, much of the information will be familiar to seasoned and trained Legionnaires. Some of the information may be new or at least presented in a new way of looking at things.

The handbook begins with basic information about our Post that includes a welcome message, when post meetings are held, the Legion uniform and information on Legion language and meeting protocols. This first section ends with a statement about the importance and value of our Legionnaires.



Richard C. Pushies
377 Penelope Lane, Orcutt, CA 93455

The section on Our Post Family of units, has information about the Auxiliary, Sons and Legion Riders. The relationship of these family units to the parent post is also discussed. The terminology of “Post Subsidiaries” may be a new way of looking at the relationship between the parent post and the Sons and Riders. If your post does not have any of these groups in your post family, you can easily eliminate the information.



The handbook is very good training tool for new Legionnaires. There are more training opportunities available and new, better training vehicles are in development for all levels of The American Legion.



The Post Governance and Leadership section is the biggest and contains much information new Legionnaires should know. It may also contain some new information for many Legionnaires. The idea of a Vision of Success, is one such new idea. Most other topics should be familiar to post leaders from their previous training.



The last page of the sample handbook has the Preamble to our Constitution and contact information for our Post. Please, feel free to download the sample handbook and adapt it for use in you post or district. You have permission to use any of my graphics. If you have any question or need any help adapting the sample handbook, please feel free to contact me. If I can, I will. I believe in “Mutual Helpfulness” and my contact information is on the last page of the sample handbook.



For God and Country