

# Got a Reflections Chair?



1. Ditch the term *chairperson*: replace with *team member*. “Would you be willing to help out the Reflections team this year?”
2. Reflections requires NO artistic talent...it requires administrative skills. All parents are administrators.
3. Reflections breaks down into distinctly different arenas, which different team members can coordinate:
  - a. Publicity
  - b. Rules distribution
  - c. Collection of entries
  - d. Judging
  - e. Celebration
    - Individual recognition: ribbons, certificates, trophies, etc.
    - Event: venue, refreshments, invitations
    - Investment toward next year’s program: photos, bulletin board, press releases, newsletter scans, reprints, thank you’s, etc.
  - f. Forwarding to next level (Council, State)
  - g. Returning entries to students
4. Check your membership. Do they want to run this valuable program? (Flash the impressive data!) Each person can assume 3 hours of responsibility...hold a Starbucks session and break down the roles into 3 hour chunks!
5. Run a short program if you’re short on help. Announce program in September newsletter. Distribute rules October 1<sup>st</sup>, collect entries by November 1<sup>st</sup>. Piggy-back your celebration on an existing PTA meeting in December. Slam dunk...mission accomplished.