

## New Board Member Orientation Module

### Presenter's Guide

This orientation is to be presented to new board members after their election, but before they take office. The local unit director, other agents and current board members are the intended presenters. Depending on the number of newly elected board members, it might be beneficial to include several continuing members to form a group large enough to interact productively. Allow approximately 90 minutes for orientation. Because of the length of time required, the orientation might need to be scheduled outside the regular board meeting time.

#### Objective

Newly elected board members will:

- Acquire a foundation for their decisions regarding the function of the local extension educational program.
- Learn about the history, mission, partnerships, organizational structures, roles of agents and the board, and current programming emphasis of K-State Research and Extension.
- Become acquainted with other board members and local office staff.

#### Resources Needed

- *PowerPoint presentation "New Board Member Orientation" and Presenter's Notes.* Print a copy of the *Audience Handout* for each participant.
- *Handbook for County Extension Councils and District Governing Bodies.*
- *Notebook for Board Members* assembled in local office. The notebook can be distributed either at this orientation, or at the first board meeting of the year.

#### Presentation Outline

- Review objectives.
- Lead board members in a team-building exercise to get acquainted.
- Present PowerPoint: "*New Board Member Orientation.*" Please insert local information and examples where appropriate. Invite discussion and questions from the new board members.

#### For Additional Information

These references may be helpful to presenters who would like additional information on the history of the Cooperative Extension Service: "*A Historical Perspective on Cooperative Extension*", by John O. Dunbar, Dean Emeritus of Kansas State University College of Agriculture.

The National Institute of Food and Agriculture web site at [www.nifa.usda.gov](http://www.nifa.usda.gov)  
The Association of Public and Land-Grant Universities site at [www.aplu.org](http://www.aplu.org)