

## **CHIEF OF STAFF & EXTENSION**

Kathryn McDonald  
3644 West 4<sup>th</sup> Street  
Waterloo, IA 50701  
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Chief of Staff is the main point of contact for the Extension Program. The Chief of Staff works closely with the Department President, District Presidents and organizers concentrating of the following: Establishing New Auxiliaries, Maintaining Current Auxiliaries, helping to avoid Suspensions and Cancellations and working with Auxiliaries involved in Consolidations when needed.

### **AUXILIARY AWARDS:**

1. \$5 and Citation to an Auxiliary member in each Membership Group that hands out Good Job Awards. Explanations are needed as to why you feel a Good Job Award was earned and how many people participated and received awards.
2. \$5 and Citation for the Auxiliary that used the Guidebook "Building on the VFW Auxiliary Foundation" to encourage and mentor other members. Judging will be based on written report sent into Chief of Staff.
3. \$5 and Citation for the runner-up to Award #2.
4. \$10 and Citation for the Auxiliary that does a project other than Buddy Poppy Drive to include Post Members for the purpose of helping unite a Post and Auxiliary. Example: Americanism Program, Membership Drive, Family Freedom Festival. Photos and report needed. Judging will be based on written report sent into Chief of Staff.
5. \$5 and Citation for the runner-up to Award #4

### **DISTRICT AWARDS:**

1. \$10 and Citation to the District Chairman that encourages and promotes revitalizing or rejuvenating an existing Auxiliary. Photos and report needed. Judging will be based on written report sent into Chief of Staff.
2. \$10 and Citation to the District Chairman that helped form or institute a new Auxiliary at a Bachelor Post. Photos and report needed. Judging will be based on written report sent into Chief of Staff.

**CHIEF OF STAFF & EXTENSION**  
**2020-2021 YEAR END REPORT**

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**MUST be postmarked by April 1, 2021**

Date received: \_\_\_\_\_ Date postmarked: \_\_\_\_\_

Membership Group (circle one)    A: 10-42    B: 43-92    C: 93-plus

Auxiliary Name: \_\_\_\_\_ Number: \_\_\_\_\_

City: \_\_\_\_\_ District: \_\_\_\_\_

Membership as of 6/30/2020: \_\_\_\_\_

Chairman Signature: \_\_\_\_\_

President Signature: \_\_\_\_\_

**Auxiliary:**

1. Did a member in your Auxiliary earn a Good Job Award? Yes or No
  - a. How many were given out? \_\_\_\_\_
  - b. Why were they given out?
  
2. Did you or your Auxiliary used the Guidebook “Building on the VFW Auxiliary Foundation” to promote mentorship and leadership? Yes or No
  - a. Explain how it was used?
  
3. What event was held to help unite the Post and Auxiliary?
  - a. Explain how members of both organizations participated.
  - b. Take and send pictures with report.

**District:**

1. How did you encourage and promote revitalizing or rejuvenating an existing Auxiliary?
  - a. Explain how members of both organizations participated.
  - b. Take and send pictures with report.
  
2. How did you help form or institute a new Auxiliary at a Bachelor Post?
  - a. Explain how members of both organizations participated.
  - b. Take and send pictures with report.