

Responsibilities and considerations in starting a Z Club or Golden Z Club

(Condensed from the Z Club and Golden Z Club Manual – 07/23/2012)

The sponsoring Zonta Club:

- 1) Designates a Zonta club committee and chair to organize and maintain the Z Club and/or Golden Z Club.
- 2) Creates and sends a letter and/or packet explaining what Zonta International, Zonta Clubs, Z Clubs and Golden Z Clubs stand for and what they do. (A sample packet can be found in the Z Club and Golden Z Club Manual.) A face-to-face meeting with the school or college representative is also recommended.
 - a. The representative of the school (i.e. principal) or college (i.e. dean) will:
 - i. Provide a venue for students to become Z club or Golden Z club members
 - ii. Provide a place to meet
 - iii. Select a teacher as advisor to the Z club or Golden Z club members
 - iv. Provide assistance to the advisor if/when necessary
- 3) Pays the charter registration fee (\$25.00 US Dollars) and the yearly renewal fee (\$5.00 US Dollars) to Zonta International.
- 4) Provides assistance, as needed, in organizing the Charter Presentation of the new Z Club and/or Golden Z Club. Specifically helps set the date of the presentation, giving 8 weeks lead time from receipt of the Authorization Form (found in the manual) and the registration fee. This allows time for Zonta International to create and send the Club Charter.
- 5) Communicates monthly with the Z Club and/or Golden Z Club.
- 6) Shares international information and programs with the Z Club and/or Golden Z Club.
 - a. The Zonta club communicates regularly with the District Committee and Zonta International Z Club Committee to implement the Z Club and/or Golden Z Club program goals.
- 7) Provides a program and presentation to:
 - a. Explain the purpose of the Z Club or Golden Z Clubs
 - b. Introduce the Sponsoring Zonta club members giving highlights of occupations and career experiences and highlights of club service projects
 - c. Provide examples of community service projects
 - d. Explain the Zonta International service projects
 - e. Give history about Amelia Earhart and Zonta International
 - f. Explain women's role in government
 - g. Provide any other pertinent information to the new club
- 8) Offers guidance, teaches leadership skills, provides career counseling, leads them into a life of service, and gets them involved with their world.
- 9) Remembers that Z Clubs and/or Golden Z Clubs are not formed just to help the sponsoring Zonta clubs with its projects, but to help develop leadership skills, awareness and activism for women's issues locally and internationally.