

# **PARENTS' CLUB HANDBOOK**

**CREATED BY:  
MARK CHADWICK &  
DAVID SEALE**



**BUILT BY PARENTS'  
CLUB LEADERS**

**FOR**

**PARENTS' CLUB  
LEADERS**

# PURPOSE

## **A quick reference guide and tool kit**

- Dynamic and living document
- Identifies resources and partners for parents' club leaders
- Shares best practices and lessons learned
- Organized to support those stepping into a leadership role of an established club OR for the leader starting up a new club
- Includes leadership essentials and examples of leadership roles
- Lays out club activities throughout a calendar year



# YOU ARE THE BETA TEST GROUP

WILL LAUNCH TO FULL PARENTS' CLUB COMMUNITY  
IN FALL 2024

## **Content Review**

What does a new leader need to know:

- Topics covered
- What's missing?
- Identify edits/corrections

## **Handbook Organization**

How does the information flow:

- Meaningful order
- Easy to follow?
- Suggested changes

# LOOKING AHEAD

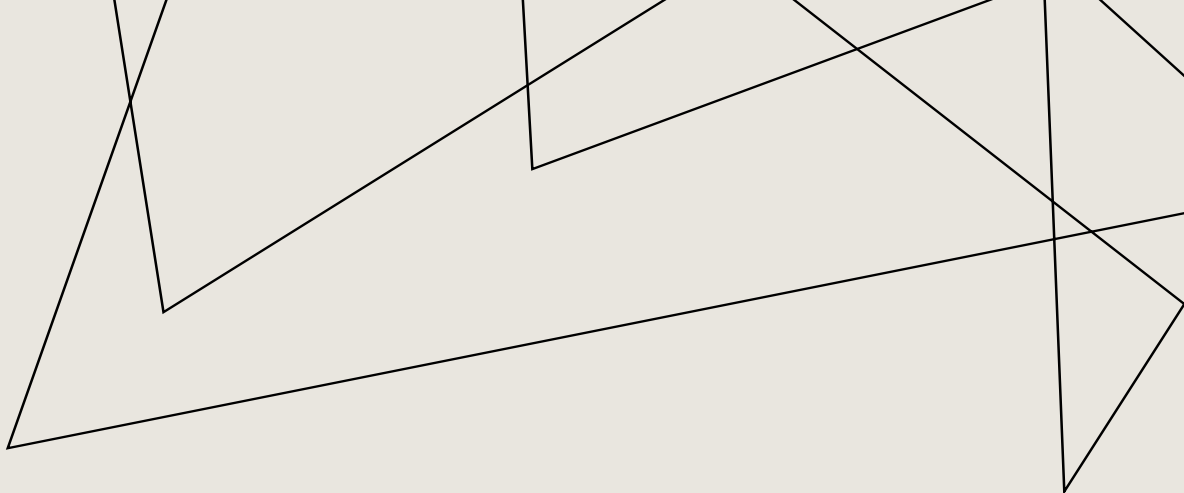
## Online resource

1. Usafa.edu site:  
leadership resource  
page
2. Downloadable

## Living Document

Updated after each parents' club leadership conference:

- Relevant content
- Accurate content
- Links to new content



# FINAL TIPS & TAKEAWAYS

## Provide Feedback

- New leaders
  - What questions were NOT answered?
- Experienced leaders
  - What is missing?
- Constructive Criticism is welcomed!

**Submit comments by 1 MAY 24**

Email:  
[usafa.parent.liaison@afacademy.af.edu](mailto:usafa.parent.liaison@afacademy.af.edu)

# THANK YOU!