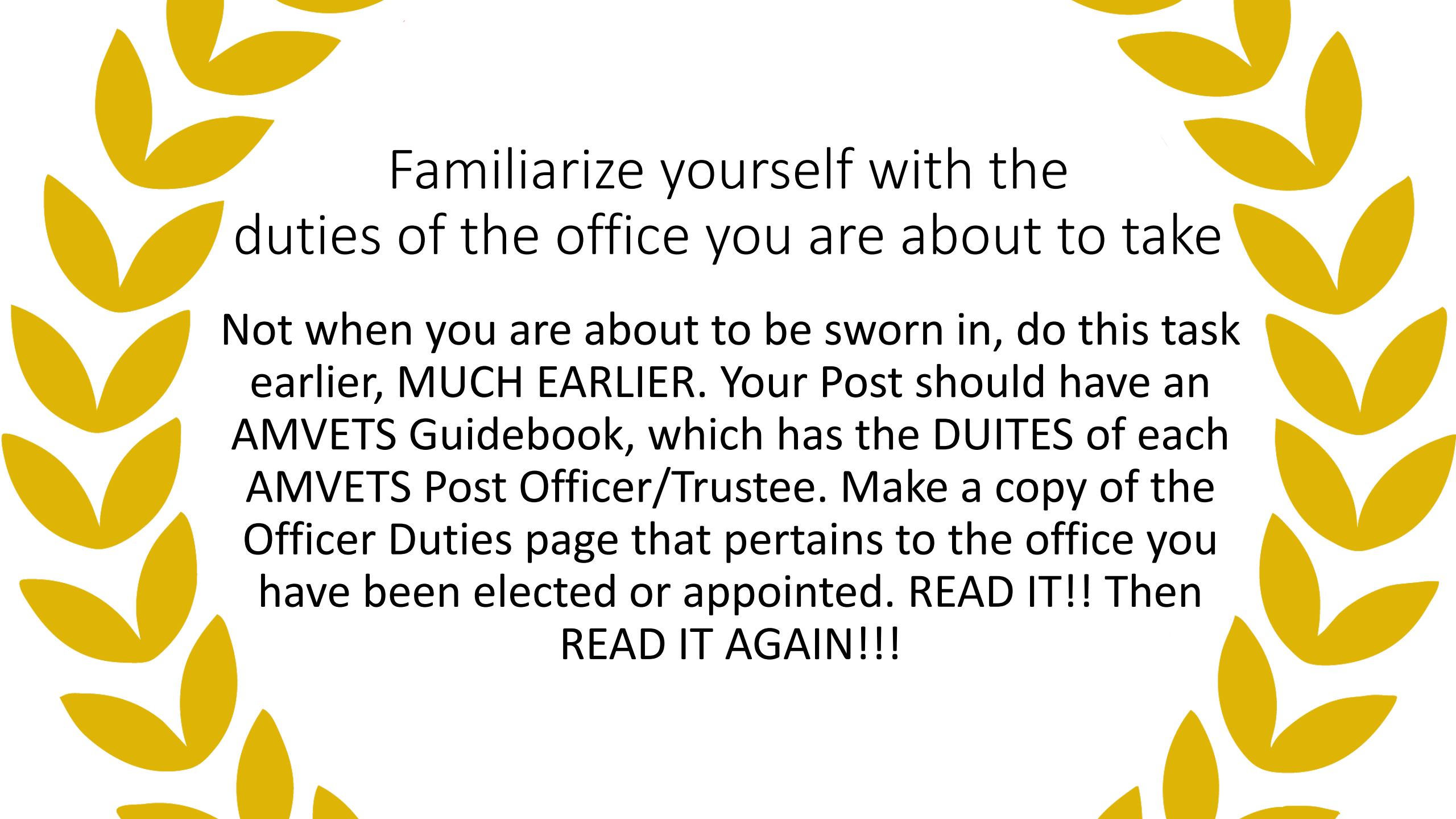




# What is Needed to be a Good AMVETS Officer

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Familiarize yourself with the  
duties of the office you are about to take

Not when you are about to be sworn in, do this task  
earlier, **MUCH EARLIER**. Your Post should have an  
AMVETS Guidebook, which has the **DUTIES** of each  
AMVETS Post Officer/Trustee. Make a copy of the  
Officer Duties page that pertains to the office you  
have been elected or appointed. **READ IT!!** Then  
**READ IT AGAIN!!!**

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## BE HONEST WITH YOURSELF

Ask yourself if you can fulfill the stated  
Duties/Responsibilities.

Are you capable of handling anything that might  
come your way? Only YOU have that ability to  
answer the question.



# LISTEN AND ASK QUESTIONS

Remember the old adage,  
“CLOSE YOUR MOUTH AND OPEN YOUR EARS”

And, when in doubt, ASK!!!

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## ATTEND ALL TRAININGS

Whether they are offered by the AMVETS Department of Ohio, your AMVETS Districts, or your Posts' training, attend!

Meetings, Department Conferences/Conventions, attend your District Meetings. All of US are working to build a better organization for ourselves and the ones that come after us

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# BE A TEAM PLAYER

What does that mean to you?

What does that mean to your AMVETS Post?

What does that mean to your AMVETS District?

What does that mean to your AMVETS Department?



# SUMMARY

- FAMILIARIZE YOURSELF WITH DUTIES OF THE OFFICE
  - BE HONEST WITH YOURSELF
  - LISTEN AND ASK QUESTIONS
    - ATTEND ALL TRAININGS
      - BE A TEAM PLAYER