AAMN'S HOW TO START A CHAPTER KIT

I. IN THE BEGINNING.

II. BYLAWS.

III. FORMATION.

IV. CONTINUANCE.

V. CONCLUSION.

Please find enclosed in your kit:

1. A copy of the AAMN Bylaws.

I. IN THE BEGINNING.

Yes, you can form your own chapter. It does take a commitment by a dedicated few, a vision and energy. Other men in nursing have done it and continue to do it, so make the move. The fact that you have this information shows that you have the interest.

II. THE BYLAWS.

AAMN has a set of Bylaws which are rules that govern the internal affairs of the organization. As members wishing to form a chapter you need to follow these rules. To help you with specific chapter concerns AAMN has reviewed the Articles of the Bylaws pertaining to chapters and a copy in enclosed. Areas of importance to you include:

A. Article V. Chapters.

1. Your chapter needs to have at least 3 members. Then write a letter to AAMN requesting to become a chapter.
2. Local chapter members need to belong to AAMN, the national organization.
3. Your chapter may adopt the enclosed Bylaws guidelines for Local Chapters of AAMN. Whatever you adopt, it cannot conflict with national bylaws.
4. You may establish your own dues structures.
5. You may act in the name of AAMN only with consent of the Board of Directors.

B. Officers for chapters may include: President, President-Elect, Vice-President, Secretary, Treasurer.

C. You may choose a suitable chapter name according to Article I.
D. The Vice-President of AAMN and the Chapters Committee will serve as liaison to assist you in anyway possible. Please write.

III. FORMATION.

There are numerous ways to go about forming your chapter, so please use the following ideas as guides and not as a Bible. If you have further suggestions, please write to us.

A. AAMN OBJECTIVES.

Your ideas and reasons for forming a chapter need to go along with the objectives of AAMN which are:

1. Encourage men of all ages to become nurses and join together with all nurses in strengthening and humanizing health care.
2. Support men who are nurses are encouraged to grow professionally and demonstrate to each other and to society the increasing contributions being made by men within the nursing profession.
3. Advocate for continued research and dissemination of information about men's health issues.
4. Support members' full participants in the Nursing profession and its organizations and use this assembly for the limited objectives stated above.

B. THE FIRST MEETING.

Once you have "gotten the bug" to form a chapter, you will need to start organizing for the first meeting.

1. Write a brief letter explaining the purpose of the meeting and/or make up a flier with your intent, date, time, place of first meeting.
2. It is helpful to have administrative connections with institutions. Though these connections you can often get:
   a. Access to lists of men nurses in hospitals.
   b. Free use of institution stationary and in-hospital mail.
   c. Free use of institution rooms.
   d. Free refreshments for meetings.
3. Other sources for lists of men in nursing:
   a. Check with AAMN for a list of men nurses in your area who are members of AAMN.
   b. Check with the nurse's union in your area.
   c. Try other minority associations, specialty associations in which you may have connections.
   d. One chapter was able to go through the list of RNs at the Board of Registered Nurses in order to pick out the men nurses.
4. The meeting itself can be focused in several directions:
a. Introduce yourself and others involved with planning the first meeting and generally your reasons. Get introductions from everyone. Pass around a sign in list to get addresses and phone numbers.
b. A loose structure might include:
   - a discussion of what the AAMN is all about.
   - a discussion of what potential members might want in the chapter
   - a focus for the next meeting, its time and place.
c. A tight of fixed structure might include:
   - come prepared with a format and tentative directions to focus the chapter.
   - present a brief overview of AAMN's history and objectives.
   - pass around a questionnaire so that potential members may write down their ideas (see attached questionnaire)
   - discuss the importance of involvement by everyone.
   - discuss potential times, meeting places, topics of interest.
   - organize a core group, a steering committee of volunteers to meet prior to the next meeting in order to organize ideas into plans that focus the chapter.
   - plan on electing officers during the next meeting.
   - it is essential to set up a time and place for the next meeting before your first meeting adjourns.

IV. CONTINUANCE.

A. AFTER THE FIRST MEETING.

1. The steering committee needs to organize ideas generated during the first meeting. One chapter organized into committees such as Support/Networking, Bylaws, Political Activities, and Community Education and Involvement. Other chapters are more loose about committees: They feel people associate committees with work and may not get involved because of them. You need to feel out your members. Hopefully members want to be active.
2. At first, you may want to meet at least monthly in order to keep members involved and committed.
3. You need to consider a dues structure. Some chapters do not have local dues. Another has $15 and $10 for students as annual dues.
4. Select a name for your chapter that you all agree upon.

B. YOUR MEETING AND ACTIVITIES CAN BRANCH OUT INTO MANY DIRECTIONS.

Here are listed a few examples:
1. Organize your monthly meeting with one hour for a speaker of interest and another hour for business. Speakers can be obtained from your own chapter or through member connections. It is amazing the number of nurses you may know that can offer an area of interest to the chapter at no charge. Some examples of speakers might include nurse authors, researchers, RN lobbyist, RN legislatures, educators, clinical experts of interest
to name a few.

2. Other topics for general discussion and activities might include:
   - various institutions where your members are employed, their opportunities, benefits, etc.
   - how to become politically active.
   - what sort of community involvement does your group wish to undertake. Members can go to career days at local schools to discuss men in nursing. You can organize a reception at local nursing programs to welcome nursing students into the profession and recruit new members.
   - dinner meetings with a speaker have been popular with one chapter.
   - a family picnic is popular with one chapter.

3. Other ways to publicize the need for men in nursing.
   - write letters in reply to articles about men in nursing.
   - call local radio and TV talk shows to discuss men nurses.
   - become active in community groups.

We could suggest more areas, but your ideas will keep you better motivated than our suggestions.

V. CONCLUSION.

A word to remember when your major efforts turn up little results--persevere. There are over 2 million nurses in the United States of which about 90,000 are men. So there is a large untapped pool to recruit into AAMN. Your imaginative efforts will eventually gain results: More men coming into nursing and an increasing positive picture of men as nurses.

We look forward to hearing from you.

Sincerely,

Chapter Committee, Chair
CHAPTER ORGANIZATION MEETING

DISCUSSION QUESTIONS

1. Do you belong to any other professional nursing groups?

Yes ____       No____

If yes, which ones?  ` How often do they meet?

__________________  ______________________
__________________  ______________________
__________________  ______________________
__________________  ______________________

2. Would you like to form a local chapter of AAMN? Yes____ No____

How could a chapter of AAMN meet your needs?

3. If yes to #2, how often would you like to meet? ____

What time of day? Mornings___  Afternoons___Evenings___

Location?       Permanent____  Rotate____

What suggestions do you have for meeting format (i.e., speaker, discussion, meals)?

4. What suggestions do you have for discussion topics at future meetings? Suggest colleagues who could present such topics?

5. What kinds of networking information would be valuable to you?

6. Do you have suggestions on how networking information could be accumulated? distributed?
7. Suggest a name for this chapter of AAMN.

8. Would any of you be willing to organize future meetings?

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9. Would any of you be willing to serve in a leadership capacity in organizing a chapter of AAMN?

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10. Questions? Concerns? Comments?