

# LECTURER'S DEPARTMENT

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## DUTIES AND RESPONSIBILITIES

The role of the Lecturer, or Program Director, is to lead in the education of the Grange members and community. The Lecturer's position is a very important one in the Grange. The Lecturer develops programs and activities to educate and engage those in attendance, and, in doing so, encourages current members to be more active and can play a powerful role in introducing the Grange to non-members in the community.

The role of the PA State Grange Lecturer's Department is to support the Subordinate and Pomona Lecturers and to serve as a resource for them. The Lecturer's Committee has developed some new contests and programs in order to better support and reward Lecturers across the state.

As we begin a new Grange year, I would encourage Lecturers to think outside of the box when developing program ideas for the year. Use resources within your Grange and within your community to put on engaging, informative, and relevant programs for your members (and invite others from your community to participate, as well). Create a Lecturer's Committee in your Grange or have a round-table discussion where your members generate ideas for programs that they would like to see. Reach out to local experts in your communities to visit and lead programs in your Granges. Work across departments and partner with other committees to coordinate meaningful activities. If your community service committee is raising money or collecting items to donate to a local fire company, consider asking the fire company to lead a program on fire safety and present the donation to them at that meeting.

In addition to coordinating educational programs for the Grange, it is also the role of the Lecturer to encourage Grange members to share their talents. So, pay attention to the talents and interests of your members and find ways to involve them.

The success of your program depends on the planning you put into programs. Whether you plan three, six, or twelve months in advance depends on what works best for you. However, whatever you do, plan ahead!

Organized and well-planned programs make your literary program time run smoothly and your members will be more attentive and look forward to what is coming next.

Plan to reserve program time for the standing committees in your Granges. They may wish to lead programs on contests in their departments or use the time to update the members on legislative issues or to share information from their departments.

## LITERARY PROGRAM

Literary programs may take a variety of forms and depend on the needs and interests of your members. Regardless of the format your programs take, make a plan in advance.

1. Select a theme or topic.
2. Include education, inspiration, and entertainment that complement your topic.
3. Distribute materials (readings, skits, etc.) to members before their intended use.
4. Utilize your members in programs.
5. Review your program to make sure all materials are ready before your program begins.

6. Have a written plan for your program to help keep you on-task and to keep the program running smoothly.
7. Publicize your programs at Grange meetings and in the media (local newspapers, social media, etc.).
8. Be enthusiastic and positive!

## **PUBLICITY**

Throughout the year, make sure that you are publicizing your programs. Programs can be great opportunities to encourage more active participation from your members and as a means of inviting non-members to come to a Grange meeting – but only if your members and communities know about them! Advertise your programs in advance and publish information after your programs (share pictures on social media, write a press release, etc.). Utilize all media outlets available – local newspapers, internet, social media, etc. Using as many different media as possible will help you reach as many people as possible.

## **LEADERSHIP TRAINING**

This committee believes strongly in the importance of supporting Subordinate and Pomona Lecturers in developing programs and providing leadership training to Lecturers across the state. In order to shift the focus of the State Lecturer's Department to this purpose, there will be some major changes to the contests and programs in the Lecturer's Department this year.

The Lecturer's Department is planning to coordinate in-person Regional Leadership Training Conferences across the state, hopefully in the winter (February/March) of 2024. In conjunction with the other Pennsylvania State Grange Departments, we aim to bring meaningful leadership training and information to Grange members throughout the state. Dates and locations will be shared via the Grange News, on the State Grange website, on social media, and in the email blasts. We plan to host 3 low-cost, one-day conferences with lunch provided – one in the western part of the state, one in the central part of the state, and one in the eastern part of the state. Look for more information and details in the PA Grange News and on the State Grange website. We would strongly encourage Lecturers, and all Grange leaders, to join us for these regional conferences.

## **EASTER REGIONAL LEADERS' CONFERENCE**

The Eastern Regional Leaders' Conference is held each year and provides leadership training and idea-sharing to Lecturers and other Grange leaders from the Eastern Region (from Pennsylvania to Florida). The 2024 Eastern Regional Leaders' Conference will be hosted by Pennsylvania July 26-28, 2024. More information will be available in the Pennsylvania Grange News and in National Grange publications. Information for the 2025 Conference will be made available late in 2024 or early in 2025.

Subordinate and Pomona Lecturers should plan to attend this meaningful conference. We strongly encourage Subordinate and Pomona Granges to provide financial assistance to your Lecturers attending this conference. Consider holding a fund-raiser with the purpose of using monies to help your Lecturers attend. The Leaders' Conference is educational and fun and is a great way to share ideas with Lecturers from across the region.

## **LECTURER'S REPORTS**

**Reports are due to the State Lecturer by September 15<sup>th</sup> and will be judged prior to the State Session in October. Reports should cover the year prior to submission (e.g., September 2023-August 2024 for judging in 2024).**

There will be a State Lecturer's report form to showcase your accomplishments within the last year, as well as providing the Lecturer's Department feedback to evaluate programs and make changes.

Report forms will be mailed to Subordinate and Pomona Granges and will be available to be downloaded from the State Grange website.

Lecturer's Reports will be judged prior to the State Session in October. Ribbons will be awarded to the top four Subordinate Granges in the following classes:

***Classes:***

1. Up to 50 members
2. 51-99 members
3. 100 or more members

Ribbons will also be awarded to the top four Pomona Lecturers.

First place winners in all Subordinate classes and Pomona will additionally be awarded a monetary prize of \$10.

Reports will be judged on quality of programs throughout the year, participation of members and other committees, and thoroughness (please provide details).

**LECTURER'S SCRAPBOOKS**

Subordinate and Pomona Lecturers are encouraged to submit a scrapbook to support their reports. While words may tell the story, pictures and other accompanying documentation can make a more lasting impression. Scrapbooks may include all programs for the year and should be in a 1" thick (or less) notebook or binder. Please include a title page and table of contents, as well as captions for pictures and other documentation. Program material from Scrapbooks may be shared in future Lecturer's Resource Books. **Scrapbooks should cover the year prior to submission (e.g., September 2023-August 2024 for judging in 2024).**

**Scrapbooks will be judged separately from reports with no scrapbooks and will also be due to the State Lecturer by September 15<sup>th</sup> for judging prior to the State Session.** Scrapbooks will be judged on content (details of programs and accompanying materials) and neatness. If you are submitting a Scrapbook, please also complete a report to accompany your scrapbook. Ribbons will be awarded to the top four Subordinate Granges in the following classes:

***Classes:***

1. Up to 50 members
2. 51-99 members
3. 100 or more members

Ribbons will also be awarded to the top four Pomona Lecturers.

First place winners in all Subordinate classes and Pomona will additionally be awarded a monetary prize of \$50.

**CREATIVE CONNECTIONS**

Finding ways to share your Grange's story with the community should be one of the highlights of the year in your Grange activities. It is an opportunity for a special program or event that utilizes education, fun, and fellowship. Involve your members and especially invite non-members in your community to attend the festivities. Some Granges hold Community Night or Open House Programs, but the department realizes that many Granges continue to find new ways to reach out to their communities to share their Grange story. We wish to provide all Granges an opportunity to share how they are doing this – regardless of what format it takes.

Your program should include features to tell the Grange story to the public and can be a powerful tool to encourage membership or, at the least, name recognition in your community.

If your Grange does not have a hall, do not let that discourage you!

This is also a perfect opportunity to honor recipients of the Community Service Award (Subordinate) or Public Service Award (Pomona).

Regardless of how your Grange chooses to tell your story, make sure to publicize your programs, events, or activities well in advance!

The Pennsylvania State Grange recognizes the most outstanding reports submitted for Creative Connections. Reports will be mailed to the Subordinate and Pomona Granges and be available for download from the State Grange website.

**Reports are due to the State Lecturer by September 15<sup>th</sup> for judging prior to the State Session in October. Reports should cover the year prior to submission (e.g., September 2023-August 2024 for judging in 2024).**

Creative Connections Reports will be judged prior to the State Session in October. A framed certificate will be awarded to the first place report and ribbons will be awarded to the second through fourth place reports in the following Subordinate Grange divisions and classes:

***Divisions:***

- **Division A** – Granges who held a Community Night or Open House program, whether in-person or virtually
- **Division B** – Granges who completed a designated project to “tell their Grange Story” (not a Community Night or Open House program)

***Classes:***

1. Up to 50 members
2. 51-99 members
3. 100 or more members

A framed certificate will also be awarded to first place Pomona report in each division with ribbons being awarded to the second through fourth place reports.

A narrative and pictorial report with significant information should be included in this report. A simple notebook binder, no larger than 1” thick, may be used to include your program outline, photos, news clippings and other media publications, invitations, etc. to showcase your program.

Reports will be judged on content, neatness, and participation of members and non-members.

**CONTESTS**

All contest entries must be properly labeled on the back for judging with the following information – Name, Address, Grange Name/Number, County, and Class (when applicable). Contest registration slips will be available to fill out for contests judged at the State Session (My Favorite Anything and Art).

**TALENT CONTEST**

The Talent Contest takes place each year at the Family Festival held at the Centre County Fairgrounds in July. The Talent Contest is a great opportunity for Grangers to share their gifts with others. This is a National Contest; the Best of Show winner advances to the Evening of Excellence at the National Grange Convention.

Preregistration by contacting the State Lecturer is recommended, but not required.

**Classes:**

1. Instrumental
2. Vocal
3. Variety/Other Acts

**Division:**

1. Subordinate (14+)

**Rules:**

1. Time Limit: No minimum; all acts will be held to a 5-minute maximum.
2. Participants must provide their own accompaniment (either live or recorded).
3. Best of Show winner from the previous year may not enter the Talent Contest in the same class the following year.

Ribbons will be awarded to the top three entries in each class. First place entries in each class will receive \$25.00; second place - \$15.00; third place - \$10.00. A Best of Show winner will be selected from across all classes.

**MY FAVORITE ANYTHING**

In order to better financially support leadership training and to award Lecturers for quality programming, the craft contests have been consolidated into one contest – My Favorite Anything. Please continue to pursue crafts that are of interest to you! Rather than entering these projects in several different contests, they may be entered in the My Favorite Anything Contest.

Everyone has a talent and creative abilities. This is an opportunity to show off your talent. Anything from woodworking to sewing to wreath-making, etc. may be entered in this contest. However, these entries must not be eligible for any other State Grange contest.

Every entry must be no larger than 2' x 2' x 2'. All entries should be brought directly to the State Session for judging. No Subordinate or Pomona judging is required.

**Classes:**

1. Wood
2. Plastic
3. Fabric/Material/Yarn
4. Miscellaneous

**Divisions:**

1. Juniors (5-14)
2. Subordinate (14+)

**Rules:**

1. Entries must be the original work of the individual entering the contest.
2. Entries must not exceed 2' x 2' x 2' in size.
3. Only Grange members may submit entries.
4. Only one entry per person per class is permitted.
5. Identify your entry by Member's Name, Grange, and County.
6. Entries must be completed after September 30<sup>th</sup> of the previous year (e.g., after September 30, 2023 for judging in 2024).
7. State winners who receive first place in any class may not enter the following year in the same class.

8. The decision of the judges will be final.

**Criteria for Judging:**

1. Craftsmanship
2. Presentation
3. Ingenuity, Creativity, Inventiveness

Ribbons will be awarded for the top four entries in each class. First place entries in each class will receive \$10.00. A Best of Show ribbon and \$20.00 prize will be awarded to the top entry across divisions and classes.

**PEN IN HAND**

**Entries are due to the State Lecturer by September 15<sup>th</sup> in order to be judged prior to the State Session in October.** No Subordinate or Pomona judging is required.

All entries must be properly labeled on the back for judging with the following information – Name, Address, Grange Name/Number, County, and Class

**Classes (Topics):**

1. Poetry
2. Short Story
3. Why the Grange is Needed Today...

**Division:**

1. Subordinate (14+)

**Rules:**

1. Word Limits:
  - a. Poetry – 300 words maximum
  - b. Short Story – 1,500 words maximum
  - c. Why the Grange is Needed Today... – 500 words maximum
2. The title and the author's identification information are not included in the word count.
3. Entries must be the original work of the person submitting the writing.
4. The writing must be typed, double spaced, and on 8 ½" x 11" paper.

Ribbons will be awarded to the top four entries in each class. First place entries in each class will receive \$10.00.

**ART**

**NO PROFESSIONALS PLEASE!** If you have been paid for your art, you are considered a professional.

All entries should be brought directly to the State Session for judging. No Subordinate or Pomona judging is required. All entries must be properly labeled on the back for judging with the following information – Name, Address, Grange Name/Number, County, and Class.

**Classes:**

1. Animals
2. People
3. The World Around Me

**Division:**

1. Subordinate (14+)

**Rules:**

1. Entries must be the original work of the member. No computer enhanced artwork is permitted.
2. Charcoal/pencil entries must have been treated for permanency to prevent smudging.
3. Entries must be completed after September 30<sup>th</sup> of the previous year (e.g., after September 30, 2023 for judging in 2024).
4. Size for all classes: maximum 24" x 36".
5. Entries are judged according to the medium used.
6. Sculptures are not accepted due to display needs.
7. State winners who receive first place in each class may not enter the following year in the same class.
8. All entries must come ready to hang (wire, string, hook, etc.).

**Criteria for Judging:**

1. How well the artist used the medium selected
2. Craftsmanship and skill
3. Composition/presentation of subject
4. Originality
5. Theme and its treatment

Ribbons will be awarded to the top four entries in each class. First place entries in each class will receive \$10.00. A Best of Show ribbon and \$20.00 will be awarded to the top entry across all classes.

**VIRTUAL PHOTOGRAPHY**

NO PROFESSIONALS PLEASE! If you have been paid for your photography, you are considered a professional.

Starting in 2022, there will **not** be Subordinate Judging for this contest. All Grangers are encouraged to submit photos for the photography contest. Grangers are still limited to only one entry per class.

All photos should be submitted to the State Lecturer by September 15<sup>th</sup> for judging prior to the State Session. Please email photos to [jnauss89@gmail.com](mailto:jnauss89@gmail.com). All entries will be displayed in a slide presentation that will run in the exhibit room, as well as during breaks in session. All entries must be properly accompanied by the following information – Name, Address, Grange Name/Number, County, and Class.

**Classes:**

1. Birds and Bugs
2. Water
3. Architecture
4. Working Farms
5. Emotions

**Division:**

1. Subordinate (14+)

**Rules:**

1. The photographer must select the class for his/her entry.
2. Photos must have been taken after September 30<sup>th</sup> of the previous year (e.g., after September 30, 2023 for judging in 2024).
3. Participants may enter all classes, using different photographs.
4. Participants may submit only one entry per class.
5. State winners who receive first place in any class may not enter the following year in the same class.

**Criteria for Judging:**

1. Composition and arrangement
2. Interest
3. Presentation
4. Technique

Ribbons will be awarded to the top four entries in each class. First place entries in each class will receive \$10.00. A Best of Show ribbon and \$20.00 will be awarded to the top entry across all classes.

### **“DESIGN A PROGRAM” CONTEST**

**Entries are due to the State Lecturer by September 15<sup>th</sup> for judging prior to the State Session in October.**

Lecturers design programs as one of the primary responsibilities of their office. This is an opportunity to share program ideas and earn recognition for your work. All program ideas that are submitted will be compiled into a “Lecturer’s Idea Book” which will be distributed at the State Session and will be available on the PA State Grange website for download.

All entries must be properly labeled on the back for judging with the following information – Name, Address, Grange Name/Number, and County.

#### ***Classes/Divisions:***

There are no separate classes or divisions. All entries will be judged together.

#### ***Rules:***

1. Entries must be typed, double spaced, and printed on 8 ½” x 11” paper.
2. Each individual may submit no more than **two** program entries.
3. Entries should include a detailed plan for the program that is clear and able to be replicated.
4. Program plans should include the following information:
  - a. Program title
  - b. Outline of program
  - c. Any specific materials needed (readings, puzzles, skits, etc.) or web URL where online materials can be found
  - d. Number of participants needed
  - e. Length of program
5. The program that is described in your entry should have been completed after September 30<sup>th</sup> of the previous year (e.g., after September 30, 2023 for judging in 2024).
6. Anyone who has presented a program may submit an entry – this contest is not only for Lecturers.

#### ***Criteria for Judging:***

1. Quality of program (educational, engaging, entertaining)
2. Detail of entry
3. Clarity of entry

Ribbons and monetary prizes will be awarded to the top three entries. First place – \$30.00; second place – \$20.00; third place – \$10.00.

### **LECTURER’S GRANT**

**Applications are due to the State Lecturer by September 15<sup>th</sup> to be reviewed before the State Session in October.**

Quality educational programs are an essential part of any Subordinate or Pomona Grange meeting. However, high quality programs, especially with outside speakers or costly materials, can be financially taxing for



Lecturers and their Granges. We wish to recognize high-quality programs ideas by offering financial assistance to Lecturers in need of funds to present these meaningful programs. The Lecturer's Department will sponsor a grant of \$100 for this purpose. Depending on applications received and at the judge's discretion, one grant or several grants may be awarded to winning Lecturers.

Applications should include the following information:

1. Lecturer's Name and Address
2. Grange Name, Number, and County
3. Detailed Program Proposal (outline and plan)
4. Detailed Budget Proposal
5. Brief Letter of Need (500-word maximum) to justify the need for funds

Applications should be typed, double spaced, and printed on 8 ½" x 11" paper.

***Criteria for Judging:***

1. Quality of program (educational, engaging, entertaining)
2. Detail of proposal
3. Financial need

Recipients will be recognized and awarded at the State Session in October.

**LECTURER'S COMMITTEE –**

Please contact me or a member of the Lecturer's Committee with any questions.

Sara Benzio, Beaver County (attends college in Centre County); [sarabenzio@gmail.com](mailto:sarabenzio@gmail.com)  
Ashley Mohn, Berks County (lives in Dauphin County) – 610.453.7517; [amohn150t@gmail.com](mailto:amohn150t@gmail.com)  
Tammy Schaeffer, Berks County – 610.463.7213; [ttmb1960@gmail.com](mailto:ttmb1960@gmail.com)

Do not hesitate to contact me with any questions. I also would love to visit your Granges as my work schedule will allow. Please contact me to make arrangements.