**OUR GOAL:** Our goals are to encourage the talents and interests of our own members while creating interests and enthusiasm for the work we do. Each community needs are unique. While promoting our grange family values, we can bring them educational and social awareness of their needs, social health and safety concerns. By cooperation among our departments, we will strengthen our own leadership abilities. The program of the Family Activities Department is designed to offer something for everyone of all ages – women, men, youth and children. The contests and projects at all levels provide an opportunity for people to be creative and original and offer a chance to serve our community.

**DUTIES OF THE POMONA CHAIRMAN:** Pomona FA Chairmen are the liaison between the Subordinate Chairman and the State Director. They are charged with the responsibility of guiding the Granges within their jurisdiction on the best possible course. General duties are as follows:

* Hold district or regional meetings in conjunction with the State Director or a member of the state committee.
* Plan activities for the year and keep the Subordinate Granges informed of the work of the department.
* Give a short report at regular Pomona meetings.
* Promote all contests and projects of the State Grange.
* Visit Granges in your jurisdiction as often as time and distance will allow.
* Take advantage of any opportunity to promote the program by way of presentations, displays, exhibits and personal contact.
* Arrange for judging of each contest (as determined by the State Director).
* Secure good and knowledgeable judges, complete all paperwork pertaining to each contest and send to State Director (as instructed) ON TIME.
* Be responsible for getting winning entries to the state judging and completing a Judging Results form and mail with Annual Report.
* Complete an Annual Report and submit it to the State Director in the manner requested by the State Director, and ON TIME.

**DUTIES OF SUBORDINATE CHAIRMAN:** Subordinate Chairmen have the responsibility of promoting our work at the very foundation of the Grange. The contests, projects and activities of the department must be studied in order to help people understand the rules, regulations and details of each one. Members of the Subordinate committees should be given specific assignments which will involve them in the work. The general duties are as follows:

* Cooperate with the State Director and Pomona chairman.
* Attend any State, Regional or Pomona planning meeting.
* Organize the work and explain it to members and friends. Stress the importance of involving the community in the work being done.
* Promote all programs, contests, and projects of the State Granges.
* Cooperate with officers, committees, members, and friends.
* Present a program (or part of a program) for the Lecturer.
* Help to maintain the Grange Hall or meeting place.
* Help to make new members and visitors feel at home.
* Complete contest paperwork ON TIME and send to the next level of judging along with the winning entries.
* Submit an Annual Report according to the rules of your state as listed in the supplied material. Submit report ON TIME…. with as much information as possible…even if all work of the department was not completed.