Childhelp®

FOUNDED IN 1959 BY SARA O'MEARA + YVONNE FEDDERSON
PREVENTION + TREATMENT OF CHILD ABUSE



CHAPTER MEMBERSHIP AND BYLAWS

SECTION II

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Section II: Chapter Membership and Bylaws

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Chapter Membership Opportunities

Individuals interested in becoming active in Childhelp have the opportunity to join a local ***Chapter*****.** Most Chapters require an annual membership fee to cover Chapter expenses, and each member will have the opportunity to participate in the group's local events & activities.

Chapters have membership meetings

- Meetings are usually 1-1/2 hours in length.
- Members are updated on the Chapter's local events, national news and event committee needs.
- Each member is responsible for covering the cost of his or her own meal.

Opportunity to serve on the Chapter Board

- Every Chapter has an elected board, made up of members who are responsible for specific roles within the Chapter. The term for each board position is one year, with the possibility of re-election for one additional consecutive term.

Each Chapter typically has at least two or three annual fundraising events

- Each event committee is recruited from active Chapter members. Members are encouraged to attend and help sell tickets to events. Separate event committee meetings are required.

Program Special Projects

- Every Chapter supports their local Program by assisting with special projects. Often Chapters will sponsor a specific holiday for the children, donate volunteer hours or donate money and/or materials needed on the Programs wish list.

Receive Chapter & National Newsletters

- Each Chapter member will receive their Chapter's monthly newsletter with Chapter updates and highlights, national news and continuing volunteer opportunities. In addition, each Chapter member can receive a national newsletter, when published.

Chapter Bylaws

Article I – Name

Section 1. The name of this Chapter shall be the Childhelp [Location] Chapter, ie. Childhelp Phoenix Chapter.

Section 2. A new Chapter shall be named by the Founders and chartered upon completion of the following . . .

a) The President, Treasurer and at least one other officer have been appointed by the National Board of Directors' or their designee.
b) The Chapter bank account has been opened.
c) The minimum age requirement to start a new Chapter is 18 years old, due to fiduciary responsibilities and obligations.

Article II - Purpose

The exclusive and specified purpose for which this Chapter is chartered is to assist Childhelp in meeting the physical, emotional, educational, and spiritual needs of abused and neglected children as it focuses its efforts and resources on the areas of treatment, prevention and advocacy.

Article II – Membership and Dues

Section 1. Any person who subscribes to our purpose and is prepared to pay membership dues may apply for membership in this Chapter. Because Chapter Members are an important part of Childhelp's mission, membership applications are reviewed to ensure that prospective members will represent Childhelp in an appropriate and professional manner. Childhelp National is the final authority for all membership determinations, including initial and existing memberships. Honorary members do not pay dues (see section 3.6).

Section 2. All membership dues are payable on or before June 30.

Section 3. Membership consists of six classes: **Student, Individual, Family, Corporate, Lifetime, and Honorary** in either active or supporting status, as a minimum or as approved by the Chapter Board. *Please note membership dues may vary by Chapter.*

Section 3-1. Student members (high school and college):

a) pay reduced membership dues – minimum $10 annually
b) strive to attend membership meetings
c) support the fundraising activities of the Chapter
d) promote the mission of Childhelp among their peers
e) not be eligible to vote or hold office on the Board

Section 3-2. Individual members on active status:

a) pay individual membership dues – Minimum $50 annually
b) strive to attend membership meetings
c) have full membership privileges, including voting and holding office
d) actively support and participate in Chapter fundraising efforts and activities

Section 3-3. Family members on active status:

a) pay family membership dues - minimum $75 annually
b) strive to attend membership meetings
c) include one or more family members in the same household
d) are eligible to hold office (one member) if on active status
e) have one vote per family if on active status

Section 3-4. Corporate members on active status:

a) are any corporation or firm wishing to support the purpose of the Chapter
b) pay corporate membership dues - minimum $250 annually
c) are entitled to all privileges of the Chapter including voting and holding office (one vote per corporation)
d) are entitled to send a representative to the membership meetings
e) May receive a plaque acknowledging their annual corporate membership. The Chapter is responsible for purchasing the plaque, and the National Headquarters will provide layout and design

Section 3-5. Lifetime members on active status:

a) pay one-time dues - $1,500
b) actively support and participate in Chapter fundraising efforts and activities
c) are invited to special events and selected meetings
d) are entitled to all privileges of the Chapter, including voting and holding office

Section 3-6. Honorary members:

a) are members who make outstanding contributions, monetary or otherwise, to the Chapter or Childhelp.
b) are not required to pay dues
c) after presentation of qualifications to the Chapter, and approved by majority voice of the Chapter board, do not hold office or vote

Section 3-7a. Active members shall:

a) attend meetings whenever possible
b) have full membership privileges, including voting and holding office
c) actively support and participate in Chapter fundraising efforts and activities
d) pay annual dues according to classification (individual, family, corporate, etc.)
e) optional preference per chapter: purchase or sell a minimum of one ticket to the Chapter's main fundraising event each year or donate the equivalent amount.

Section 3-7b. Supporting members shall:

a) support the Chapter financially when unable to actively participate
b) be entitled to all the privileges of the Chapter, except voting and holding office
c) pay annual dues according to classification (individual, family, corporate, etc.)

Section 4. Suspending or Removing Chapter Members

The Chapter Board, by certified letter, shall have the authority to suspend or remove a member under the following circumstances:

1. Non-payment of dues after 90 days
2. An active member for failure to meet the requirements of membership within a reasonable period of time set by the Chapter Board
3. A member who is representing Childhelp in an inappropriate or unprofessional manner as deemed by National Headquarters, in consultation with the Chapter Board.

Note: All certified letters pertaining to the suspension or removal of a Chapter member must be reviewed by the Regional Chapter Director.

Section 5. A Chapter member may resign in good standing by written notice, accompanied by payment of any outstanding obligations to the Chapter. Once received, the resignation shall be acknowledged by the Chapter.

Section 6. An active member in good standing may request in writing a transfer of membership to the Chapter nearest to the member's locale.

Section 7. Membership in a Chapter is not transferable to another person, although members may join more than one Chapter if they choose.

Section 8. Members of a Chapter shall not use Childhelp letterhead unless authorized by the Chapter Board. All Chapter letterhead and promotional materials, invitations, programs, etc. shall bear the Childhelp logo (see Logo and Name Policy in the Childhelp Brand Vibe Guide within the Resource Manual and our web page).

Section 9. No member shall use the membership list for private purposes, permit it to be examined, copied or used by any non-member. The information is confidential and shall remain the property of Childhelp. Use of this information for purposes other than in connection with official sponsored activities of Childhelp constitutes a misuse of proprietary information, is strictly prohibited.

Article IV – Meetings and Quorum

Section 1. A Chapter shall hold meetings to promote membership and in accordance with the needs associated with their fundraising and awareness-building activities. The Board shall determine the number for both general and Board meetings; there is no minimum and no maximum, but we do recommend meetings be held on a regular basis.

Section 2. Additional meetings of the membership or Chapter Board shall be held at such times as deemed necessary by call of the President or by a majority of the Chapter Board. These meetings shall not be designated as special meetings.

Section 3. Special meetings may be called by the President or by a majority of the Chapter Board. The business to be transacted may be stated in the call, and no other business may be conducted.

Section 4. The election and installation of officers shall be held at the May/June membership meeting or as determined by their Chapter.

Section 5. The Chapter Board shall determine the date, time and location of the Membership and Board meetings.

Section 6. Members shall be notified ten (10) days prior to the date of a meeting.

Section 7. In the case of an extreme emergency, and upon the approval of the majority of the Chapter Board, a member or Board vote may be taken by telephone conference call or via email correspondence.

Section 8. A majority of the Chapter Board shall constitute a quorum at their meetings.

Section 9. One-third of active members shall constitute a quorum at membership meetings. There shall be no proxy voting at meetings.

Section 10. The act of a majority of members present at a meeting at which a quorum is present shall be the act of the Chapter or the Chapter Board, unless the act of a greater number is required through Robert's Rules of Order, Newly Revised, or as noted in the Chapter Bylaws.

Section 11. When a quorum is not present at any meeting, the next meeting shall be a valid meeting, notwithstanding the lack of a quorum; and the call to the meeting shall be so stated.

Section 12. Chapter members shall not solicit for other organizations during meetings.

Article V – Developing a New Chapter Board

Section 1. The Regional Chapter Director (representative) has the authority to select the Chapter President and Treasurer, as well as any other position as determined by the organization.

Section 1-1. Said representative may delegate the appointment of other board positions to the Chapter President.

Section 1-2. All candidates wishing to hold a position on the Chapter Board must submit a written resume to either the Regional Chapter Director or the appointed Chapter President.

Section 1-3. Board members for new Chapters shall be appointed based on their qualifications for the desired position. Should more than one candidate apply for the same position, the most qualified person will be selected.

Section 1-4. In April of the year following the chartering of a Chapter, a nominating committee will be formed to present candidates for election for the coming membership year. Elections will be held in May/June. See Article X.

Section 2. The Chapter Board shall be composed of the elected officers.

Section 3. The administrative, executive and financial direction of the Chapter shall be vested in the Chapter Board.

Section 4. A Chapter Board shall consist of no more than thirteen (13) officers/positions (see Article VI). Co-Officers count as one (1) officer with each having a vote.

Section 5. The term of office shall be for one year, with the opportunity for being elected for one consecutive year. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval. (Updated 4/29/2020)

Section 6. A member shall not serve in the same Board position more than once without the approval of the Regional Chapter Director.

Section 7. A majority of the Chapter Board shall constitute a quorum.

Section 8. In the event a vacancy occurs during the membership year, the remaining officers shall have the power to select a successor to hold office for the term remaining. If the President's position is vacant prior to the end of the membership year, the Vice President will temporarily fill that position until nominations occur. Any active member may be nominated for President once the election process begins. If a situation occurs where two spouses serve on a Chapter board then only one may have voting privileges.

Section 9. The President, with the approval of a majority of the Chapter Board, shall request the resignation of any officer who does not fulfill his/her responsibilities as a member of the Board.

Section 10. Board positions for new Chapters shall be appointed.

Article VI – Officers

Section 1. Beginning in the membership year, the Officers of the Chapter shall be the following: **President**, **Vice President**, **Secretary**, **Treasurer**, **Fundraising Chair**, and **Membership Chair**. Additional officers may include **Advisor to the President, Publicity Chair**, **Program Liaison, Education and Awareness Chair**, **Chaplain**, **Parliamentarian**, and other positions to be chosen by the Chapter, is at the discretion of the Chapter. A person seeking a board position must be a Chapter member for at least a year.

Section 2. All officers shall be elected during the May/June membership meeting by a majority of the Chapter's active members. Election of officers shall be by written or electronic ballot.

Section 3. All Officers shall be subject to removal for just cause by a majority vote of the Chapter Board or by the decision of the Regional Chapter Director.

Section 4. By majority vote of the Chapter Board, officers shall be eligible to serve as Chair of a standing committee.

Article VII – Duties of Officers

Please refer to the Childhelp Resource Manual, which details individual Chapter Board job descriptions.

Article VIII – Standing (Appointed) Committees

Section 1. Standing Committees may consist of but are not limited to . . . Newsletter, Speakers Bureau, Hospitality, Altruistic, Historical, Telephone/Email, Photographer, Tribute, Day of Hope, or any other Committees deemed necessary by the Chapter Board.

Section 2. The term of office for Standing Committees shall be for one year, with the opportunity of being appointed for a second consecutive year. Requests for terms longer than two years must be submitted to the Regional Chapter Director.

Section 3. The President shall appoint the Chair of each Standing Committee, to be approved by the Chapter Board. Special Events Chairs will be selected by the Fundraising Chair and the President and shall be approved by the Chapter Board. The Board shall create Standing Committees as necessary. The action taken by a committee is subject to ratification by the Chapter Board, and the Board may delegate to such committees any of the powers and authority of the Chapter Board in the management of the business and affairs of the Chapter. The Board may dissolve a Standing Committee at any time.

Article IX – Special Committees

The President shall appoint, with the approval of the Chapter Board, Special Committees for specific work, outlining in each instance the function of such a committee. Special Committee Chairs shall be invited, when pertinent, to Board meetings and shall have a voice, but not the right to vote.

Article X – Nominating Committee

Section 1. The Nominating Committee shall consist of:

a) five members (5), two (2) of whom shall be from within the Chapter Board, and two

(2) elected from the active membership by ballot vote. The Parliamentarian shall be the fifth voting member and Chair of the Committee. Additionally, one alternate should be selected from the Chapter Board and one from the general membership. The President of the Chapter is not eligible to be on the nominating committee.

b) a Chapter member may not serve on the Nominating Committee two consecutive years.

Section 2. The slate of nominations shall consist of no more than twenty (20) individuals, of whom ten (10) shall have the opportunity to be elected for a one-year term on the Chapter Board, with the option of re-election for a second-year term.

Section 3. The slate of nominees shall be presented by the Chair of the Nominating Committee to the membership at their April meeting or at least fifteen (15) days prior to the May/June meeting.

Section 4. Nominations from the floor shall be in order at the May meeting, *provided the consent of the proposed nominee has been previously secured.* Once all of the nominations from the floor have been secured, the slate will be approved as it stands.

Section 5. New officers will be elected in May/June, **and their terms begin immediately**.

Article XI – Audit

The National Headquarters Chief Financial Officer will be responsible for managing Childhelp's overall audit.

Article XII – Fiscal Year

The fiscal year shall be from July 1 through June 30 of the following year.

Article XIII – Dissolution

In the event of the dissolution of the Chapter, all assets, real or personal property shall be returned to the Childhelp National Headquarters.

Article XIV – Procedures and Relationships with the Childhelp National Headquarters

Section 1. To accomplish its purpose, the Chapter shall abide by the Childhelp Chapter Bylaws and standing rules.

Section 2. The Chapter shall not contemplate pecuniary gain to any member, nor shall any members have proprietary or profit interest. Example: A Childhelp paid staff member may not also serve as a volunteer in a Chapter or be a Chapter member. Any and all services secured to help support a Childhelp event may not be affiliated with a Chapter member's company or place of business, unless their company submitted the lowest bid for an item or service. In this situation, bids are to be discussed and reviewed with the Chapter Board.

Section 3. No Chapter member shall have the authority to incur any expense, indebtedness or liability upon a Chapter of Childhelp without permission from the Chapter President or Treasurer.

Section 4. The Chapter President and/or Treasurer shall have the power to authorize expenditures not to exceed $500 and shall report such action to the Chapter Board and the President or Treasurer.

Section 5. Except as otherwise specified by any terms or conditions established by the Chapter Board pursuant to Article XIV, Section 1, the Board may organize and operate as the membership deems appropriate.

Section 6. A member of the National Board of Directors may attend any Chapter general or committee meeting.

Section 7. The Chapter Membership Chair shall assess membership dues by written notice. Dues will be collected by the Chapter and be used only for expenses outlined in the Treasurer's Manual.

Section 8. No Chapter members, by virtue of Chapter membership, are members of Childhelp. However, Childhelp may refer to persons associated with it through its Chapters as "members," even though they are not members; and such reference shall not constitute any persons members within the California Nonprofit Corporation Law. Childhelp may bestow by amendment of its Articles or the Chapter Bylaws, as set forth in the California Nonprofit Corporation Law, some or all of the rights of a member upon persons who do not have the right to vote for election of officers, disposition of substantially all of the assets of Childhelp, a merger, dissolution or changes in the Childhelp Articles or Bylaws. No such persons shall be members within the meaning of Section 5056 of the California Nonprofit Corporation Law.

Section 9. The date, time, place, and manner of any fundraising event conducted by the Chapter shall be subject to the approval of the Chapter Board of Childhelp or its delegate. Such approval shall be conditional upon the Chapter furnishing to the Chapter Board or its delegate:

a) evidence sufficient to establish (i) that the Chapter has the financial ability to carry out the proposed fundraising event with a budget approved by the Chapter Board, (ii) that the proposed fundraising event will result in a profit no less than 51% and (iii) that the Chapter has secured all permits, licenses, insurance, etc., which may be required by law or regulation in connection with the holding of a fundraising event and the soliciting of contributions with respect thereto; and
b) the names of any proposed individual or institutional sponsors or promoters of the fundraising event.

Section 10. All advertising of Childhelp fundraising events, by whatever medium, shall be subject to the prior approval of the Regional Chapter Director. Please refer to the Childhelp Brand Vibe Guide in the Childhelp Resource Manual. The Childhelp Chief Financial Officer shall have the authority or power to advance money to the Chapter for its initial fundraising event. The Chapter shall remit no later than thirty (30) days after the event to the Regional Chapter Director. . .

a) a Final Event Report summarizing the income and expenses attributable to such event
b) the net proceeds from such event, which shall be no less than a minimum 51% profit

In sponsoring a fundraising event, the Chapter shall comply with all state and local laws and regulations governing charitable fundraising. If, when holding a fundraising event and soliciting contributions, the Chapter is required to file an application, report or other document with any governmental authority, the Chapter shall, prior to such filing, submit a proposed draft of such document to the Chapter Board and obtain written consent for such filing.

Section 11. No information, either written or verbal, concerning the Chapter shall be released to any media communications by any persons except the Marketing Department at the Childhelp National Headquarters, the Chapter Public Relations Chair, Speakers Bureau Chair, or the President unless otherwise specified. They are the official spokespersons for the Chapter.

Article XV – Parliamentary Authority

The current edition of Robert's Rules of Order, Newly Revised shall be the parliamentary authority, to the extent it does not conflict with the Bylaws of the Chapter, the Articles of Incorporation or the Bylaws of Childhelp.

Article XVI – Amendments

Chapters may annually submit proposed amendments or changes to the bylaws, and revisions will be incorporated following the affirmative notice from the Childhelp National Headquarters and/or the National Board of Directors.

Chapter Officer Job Descriptions

The following pages consist of possible Childhelp Chapter officer's positions.

- President
- Vice President
- Secretary
- Treasurer
- Fundraising Chair
- Membership Chair
- Publicity Chair
- Education and Awareness Chair
- Parliamentarian
- Chaplain
- Foster Family Liaison
- Altruistic Chair
- Hospitality Chair
- Newsletter Chair
- Telephone/Email Chair
- Historian
- Reservation Chair
- President Advisor
- Group Home Liaison
- Technology Chair

President

Purpose: To provide leadership for the Chapter members in carrying out the mission of Childhelp

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Regional Chapter Director

Responsibilities:

A. To perform as first executive officer and preside at all meetings.

B. To mentor the Vice President to take over the responsibilities of the President at the end of your term.

C. Serve as an ex-officio member of all committees, except the Nominating Committee.

D. Apprise Vice President of Chapter on matters at all times.

E. Appoint all committee Chairs, with the ratification of the Chapter Board. (If both President and Treasurer are related an alternate will be chosen)

F. Render a report on the activities of the Chapter at each meeting of the Coordinating Council.

G. Co-sign checks with the Treasurer, as authorized by the Chapter Board. If both the President and Treasurer are related an alternate will be chosen.

H. Fill any vacancy on the Chapter Board due to an unexpired term of office.

I. Ensure that each Chapter officer fulfills his/her duties and gives a report at each Chapter meeting. Ensure that a written report is presented at each meeting from any officer unable to attend.

J. Give at least three (3) days advance notice of any special called meeting to which the Vice President should also be invited.

K. Attend all Coordinating Council meetings during term of office with a voice and a vote. If unable to attend, appoint a representative from the Chapter Board to attend in your place.

L. Twenty-four hours prior to a meeting, send a copy of the agenda to the Vice President and Fundraising Chair.

M. Introduce and welcome all new members by name at their first regular membership meeting.

N. Encourage the support and attendance of your members at Childhelp seminars and all Childhelp events and activities.

O. Give all Childhelp books, educational manuals and Chapter records to successor at end of term.

P. At the end of your term, you will act as an advisor to the President-elect, with an opportunity to attend Board meetings.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Vice President

Purpose: To preside in all matters in the absence of the President

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President and Regional Chapter Director

Responsibilities:

A. Assist the President by performing whatever duties he/she may assign.

B. Prepare to accept the office of President in the event the President cannot fulfill their responsibilities or as determined by the Chapter Board.

C. Attend all Chapter Board and membership meetings.

D. In the absence of the President, attend the Coordinating Council meetings and give a Chapter report.

E. In the absence of a National staff member at the membership meeting, report on all National Childhelp activities. Work with the Regional Chapter Director to obtain the most updated information concerning events, activities, facilities, and programs.

F. Oversee all protocol for the Chapter and assist in the correct seating of VIP's or guest speakers attending the general meetings. Ensure that celebrities and VIP's receive appropriate attention and recognition (see section Celebrity Protocol Guidelines).

G. Arrange transportation and overnight accommodation, whenever necessary, for special guests at Chapter events.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Secretary

Purpose: To be responsible for taking minutes at meetings and for various forms of communication and correspondence on behalf of the Chapter and Event Committees.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities:

A. Identify or establish a mailing address that is easily accessible. This may be a post office box.

B. Record the minutes of each Board and membership meeting. Send copies to the Chapter President and the Regional Chapter Director no later than one week prior to the upcoming meeting.

C. Prepare a sign-in sheet for each Board and membership meeting.

D. Read the minutes from the previous meeting at all Board and membership meetings.

E. Keep all minutes in an orderly file, ready to pass on at the end of your term.

F. Adhere to using current logo, tagline, etc. guidelines (found in the Childhelp Resource Manual and listed as the "Official Policy of Logo and Name Usage") on all printed documents.

G. Handle any correspondence needed by the Chapter as authorized by the Chapter President or designee.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Treasurer

Purpose: To follow procedures, maintain and submit reports regarding funds generated by the Chapter and their fundraising events

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter/Auxiliary President

Responsibilities:

A. Maintain a checking account at a bank duly authorized by the National office, finance department.

B. Obtain two signatures from the list of approved signers for all **checks**. Please see the Treasurer's Manual for additional information.

C. Follow proper procedures outlined in Treasurer's Manual.

D. Prepare a Monthly Treasurer's Report outlining all receipts and disbursements and submit it to the President and Recording Secretary. Mail or email a copy to the Regional Chapter Director every month.

E. Prepare event budgets (along with the individual event Chair), itemize and report each fundraising event separately and send a report to the President, Recording Secretary, and the Regional Chapter Director.

F. Include total of other specific donations in Monthly Treasurer's Report, attaching an itemized list of the donors, including addresses, ZIP code, and individual amount for each donor, noting if each person should receive any future appeals.

G. Forward back to sender from National Office/Finance Department and copy the Regional Chapter Director. All Chapter financial records within thirty days after the close of the Childhelp **FISCAL YEAR** (June 30).

_____ _____

Signature of Member* Date

**By my signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Fundraising Chair

Purpose: To activate the Chapter to achieve their annual fundraising goal

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President and Regional Chapter Director

Responsibilities:

A. Oversee the Chapter fundraising events; and ensure that each Special Event Chair follows the correct procedures, fulfilling his/her responsibilities.

B. Insure that correct fundraising protocol is followed at all times, as well as protocol for celebrities (please refer to attached Celebrity Protocol Guidelines).

C. Make certain budgets for all events/activities are sent to the Regional Chapter Director ***prior*** to making any expenditures or signing any contracts. Post-event actuals-profits and expenses- should be sent to Regional Chapter Director for National records.

D. Recruit and train an event committee for those events you are directly coordinating or appoint a Special Event Chair. He/she may also choose their event committee.

E. Meet with committees and insure that proper procedures are followed . . . see Chapter Resource Manual for policies and guidelines.

F. Insure that the Souvenir Program Book Chair obtains the appropriate required material from the Childhelp National Headquarters or website prior to assembly. All information is available at www.childhelp.org/chresources or through the Regional Chapter Director.

G. Make sure to review all written guidelines and policies outlined in the Treasurer's Manual before purchasing opportunity prizes such as cars, trips, etc.

H. Be accountable for all fundraising/event expenditures as they accrue, making sure they are in alignment with the approved budget. The net profit for any event should be no less than 51%.

I. Keep the President apprised of all activities and progress regarding fundraising events.

J. Appoint Special Event Chairs along with President.

K. If possible, attend the Coordinating Council meetings with the President.

L. Submit all proposed contracts to Regional Chapter Director for approval and signature by National.

Please refer to Article XIV, Section 9 of the Childhelp Chapter Bylaws for further clarification.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Membership Chair

Purpose: With the assistance of the Chapter members, invite candidates into membership and maintain the membership roster and mailing list.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities

A. With the help of the Chapter membership, develop a strong and loyal group of new members. Work with a membership committee to plan a "membership gathering" for prospective new members, inviting the Chapter members and the Regional Chapter Director. Send a letter to all prospective members inviting them to attend an orientation meeting to become acquainted with the history, mission, programs, and future plans of Childhelp.

B. With the help of a committee, guide and assist the new members during their first year. See that all new members understand their responsibilities and are active in the affairs of Childhelp, at all times stressing that they are an important part of the organization. As needed, set up a special meeting prior to the general membership meeting for a question- and-answer session for new members.

C. Inform new members of all tour dates set to visit a local or out-of-state Childhelp facilities or activities/events.

D. Compile and update a computer database of all addresses, phone numbers, fax numbers, and email addresses from your Chapter members on the approved spreadsheet from National office. Any changes, revisions, deletions, or additions should be forwarded to the Regional Chapter Director on an ongoing basis for continual updating of National's master roster.

E. Ask members to provide their personal guest list for upcoming Chapter events. Keep this list on a separate spreadsheet.

F. In April, send a membership form to all existing members requesting payment of membership dues for the upcoming year, including a pre-addressed envelope. Forms and envelopes are available from National Headquarters.

G. In late summer, Chapters finalize their specific Chapter membership lists and forward to National. National will consolidate all individual Chapter rosters into one document and electronically distributed to each of the Chapters. Hard copies should be printed for those without email.

H. Follow up with members who have not sent in their membership form and dues.

I. Stress to members that the roster must only be used for Childhelp purposes and not personal use.

J. Order Membership badges.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Publicity Chair

Purpose: To raise public awareness of the Childhelp Chapter activities and serve as liaison between the Chapter, Childhelp National Headquarters and the public.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval. (Updated4/29/2020)

Responsible To: Chapter President

Responsibilities:

A. Responsible for all Chapter event publicity.

B. Under the guidance of the Marketing/Communications Department at National write the copy for news releases for both media and local electronic media; and provide approved photographs (with captions) to newspapers and other publications. Refer to the Public Relations section of the Childhelp Resource Manual for sample news releases, P.R. guidelines, etc. Submit to Childhelp National Headquarters for approval before mailing out.

C. Maintain an up-to-date media list in your local area, including contact names, addresses, phone numbers, and email addresses.

D. Contact the newspapers and other publications in your area to determine editor assignment, i.e., society, health, community affairs, deadline dates, and any special requirements desired for news releases. All fact sheets and news releases should be sent to Childhelp National Headquarters for approval prior to release.

E. Arrange for a photographer to take pictures prior to and during an event, documenting the proper information, such as date, time and the names of individuals in each shot. No photos of children in Childhelp's care may be used.

F. Organize a VIP media reception (if applicable) prior to the event. The Publicity Chair shall:

- Act as host/hostess of the media party/news conference.
- Create a list of all media who have access to the VIP media reception.
- Prepare and distribute media kits with photos, appropriate bios and organization information.
- Maintain a list of media personnel invited to the event and those who actually attended.
- Direct photo set-ups, and identify all individuals who need to be photographed.
- Work closely with the reservations committee of each event to assure correct identification of all members of the media and their guests (RSVP's only).
- Work with the table seating committee to ensure that all media are properly seated.

G. Provide photographs (with captions) of the event to members of the media who were unable to attend the function.

H. Coordinate with the Chapter President and/or Fundraising Chair all celebrity participation.

I. Maintain a list of all the media personnel contacted, including company/newspaper name, address, phone numbers, and email.

J. During term of office, you may be called upon to provide public interest stories on Childhelp for local newspapers or other publications. Contact the National Headquarters for assistance with stories and/or approved articles.

Please refer to the <u>Public Relations</u> section of the Childhelp Resource Manual for guidelines and samples.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this position and acknowledging that the expectations and duties have been thoroughly reviewed with me.*

Education and Awareness Chair

Purpose: To bring the issues of child abuse and neglect to the general public, while promoting its prevention and treatment through the programs of Childhelp

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities:

A. Stay current with Childhelp literature, written materials and videos and order as needed.

B. Take the necessary training needed to bring Childhelp prevention and educational programs and literature into the public schools.

C. Seek out speaking engagements for trained volunteers.

D. Promote Childhelp and its programs to prevent and treat child abuse and neglect at local health, family or community fairs.

_____ _____

Signature of Member* Date

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Parliamentarian

Purpose: Assure that proper procedure is followed at all times according to the Chapter bylaws and Roberts Rules of Order (Newly Revised).

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter President

Responsibilities:

A. Acquire a copy of Roberts Rules of Order (Newly Revised), to be paid for by the Chapter. Pass this on to your successor.

B. Advise the President on parliamentary procedure.

C. Serve as ex-officio Chair of the Nominating Committee.

D. Ensure that each officer has a copy of the Chapter bylaws.

E. The parliamentarian will coordinate the installation of officers.

_____ _____

Signature of Member* Date

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Chaplain

Purpose: To promote the spiritual philosophy of Childhelp by acting as a "Chaplain" to the Chapter. This includes assisting the President in maintaining Chapter morale.

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter President

Responsibilities:

A. Upon request of the President, commence each meeting with a prayer and/or a "Thought For The Day".

B. Lead the Pledge of Allegiance.

C. Promote awareness of the Childhelp mission statement.

_____ _____

Signature of Member* Date

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Foster Family Liaison

Purpose: To promote, solicit and assist in special projects related to a Childhelp Foster Families and Children.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities:

A. Promote sources for filling Foster Family special needs as requested: and help fill the needs of the Chapter's designated families, if applicable.

B. With the help of a committee, solicit material gifts for the Foster Families and Children, according to need; and make arrangements for pick-up and delivery of items.

C. Assist in planning and setting up special parties with the Foster Families if permitted.

D. Coordinate/arrange the transportation or car-pooling for all membership tours or parties at the Village or Group Home.

E. During the monthly membership meetings, update the members on Foster Families and Children activities or needs.

_____ _____

Signature of Member* Date

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Altruistic Chair

Purpose: To extend sympathy or congratulations on behalf of the Chapter/Auxiliary by way of cards and/or flowers to members and families

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter/Auxiliary President

Responsibilities:

A. Send members get well cards in case of illness or injury, sympathy cards to members and families in case of death and wedding and birth congratulations as requested.

B. Compile a report at each membership meeting of the cards and flowers sent on behalf of the Chapter/Auxiliary.

C. Send birthday cards to members each month, and make sure that their birthdays are listed in the monthly newsletter.

D. Present receipts to Chapter/Auxiliary Treasurer for reimbursement for expenses incurred for altruistic purposes.

E. Turn over records to successor at expiration of term of office.

_____ _____

Signature of Member* Date

**By signing this form, I am accepting the responsibility of this committee role and acknowledging that the expectations/duties have been thoroughly reviewed with me.*

Hospitality Chair

Purpose: To make arrangements for all regular membership and board meetings.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter/Auxiliary President

Responsibilities:

A. Make reservations for all regular membership and board meetings. If meeting is held in a home, you are responsible to check with the hostess to determine if he/she wishes a co-host/hostess; and if so, to obtain one. If the site is at a restaurant or country club, it should be centrally located, based where the majority of the members reside. We recommend that each Chapter/Auxiliary hold their monthly membership meetings at one site for consistency.

B. You are responsible to arrange the menu at regular membership and board meetings. If the meeting is held at a restaurant, obtain a check from the Treasurer for the total. The **maximum** fee that can be charged for lunch at the Chapter/Auxiliary meetings is $30.00 (unless otherwise approved through Childhelp National Headquarters).

C. Notify President, Advisor and Secretary of time and place three weeks prior to the meeting so that members can be notified by mail ten days prior.

D. Maintain list of all members who sent in their RSVP.

E. Create nametags for each person attending.

F. Set-up a registration table and sign-in sheets.

G. Make sure a flag and podium are set up in time for the meeting, along with any other video/TV equipment necessary for presentations.

_____ _____

Signature of Member* Date

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Newsletter Chair

Purpose: Design layout or format of the newsletter. Gather information for the body of the newsletter from committee members.

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter/Auxiliary President

Responsibilities:

A. Preparation of the monthly Chapter/Auxiliary newsletter.

B. Delivering the newsletter to the printer, picking up the newsletters or having them delivered in preparation for mailing.

C. Securing a committee (if needed) to help with labeling and mailing.

Items that should be included in a monthly publication:

A. President's Message.

B. List of birthdays, acknowledgement of special occasions or condolences – obtain from Altruistic Chair.

C. Village Vignette – secured through Childhelp National Headquarters or local Village.

D. Updates on each event, announcement of scheduled event committee meetings – obtain from Fundraising Chair.

E. Updates on finances (optional) – obtain from Treasurer.

F. Announcement of new members, dates of new members tea and special projects for new members – obtain from Membership Chair.

G. Information on trips to visit Childhelp kiddos and families, and announcements on the needs of our programs – obtain from Foster Family Liaison.

H. List of speaking engagements (optional) – obtain from Education Chair.

I. Child-related Stories and Poems - obtain from National Headquarters.

J. Child abuse survivor success stories – obtain from the Director of the Hotline or any other program or facility directors.

Please refer to attached "Required Guidelines for Newsletters" and the Childhelp Brand Vibe Guide located in the Childhelp Resource Manual.

_____ _____

Signature of Member* Date

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Telephone/Email Chair

Purpose: To ensure a committee is notifying members by phone or email of special meetings or other business, as requested by the President or Fundraising Chair

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter/Auxiliary President

Responsibilities:

A. Organize a phone/email committee to help split up the Chapter/Auxiliary contact list.

B. Make sure all committee members document responses of members.

C. Stress to committee members that messages need to be repeated consistently, emphasizing the importance they bear.

_____ _____

Signature of Member* Date

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Historian

Purpose: To maintain the Chapter/Auxiliary scrapbook and keep current with news clippings from local media sources

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter/Auxiliary President

Responsibilities:

A. Keep the Chapter/Auxiliary photos/electronic files up to date with news clippings from local media sources. Ensure that all clippings bear the name of the newspaper and date issued. Be creative, colorful and keep in order of events.

B. Hand down files to successor.

C. Take pictures of Chapter/Auxiliary events and activities.

D. Share files with photos to successor.

_____ _____

Signature of Member* Date

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Reservations Chair

Purpose: To maintain proper and accurate records and/or computer spreadsheet of event tickets sold, including complimentary tickets, donations received, and receipting information.

Term: One year with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible To: Chapter/Auxiliary President and Fundraising Chair

Responsibilities:

A. To handle records with extreme care for tax purposes, making sure to document donors names and addresses, along with their individual tax deductible amount. Following the event, this information will be sent to the Childhelp® National Headquarters for receipting purposes.

B. Regarding donations make sure the names (or firm's name) and amount of donations are entered in a separate folder. This is for program book listings.

C. Regarding filing and/or maintaining donor database, separate all categories individually; individual reservations, sponsor payments/levels, donations, opportunity chances, etc. Make sure all are alphabetized and filed and maintained daily.

D. Work with the Treasurer, on processing the money and credit cards received. Request the Treasurer to collect all monies weekly. If the envelope is incomplete, take name, address, and phone number from enclosed check.

E. Ensure that ALL the information required is on the records PRIOR to depositing any checks in the bank. Once it is deposited, there is no way to obtain the information necessary for our permanent records, and we must fully identify all donations made to Childhelp along with ticket reservations, as part of the ticket is also a donation.

F. Regarding daily receipts, put checks together with same amount (all $100, $50, etc.) totally and add all checks. This makes it easier for the Treasurer when balancing her books. The Treasurer should pick up the checks once a week, towards the end, once daily.

G. Make sure that reservation envelopes have been filled out completely with name and address of the person sending in their ticket request. Indicate on same envelope the check number, check date, check amount, and whether the amount represents a donation, reservation or opportunity tickets. Maintain reservation envelopes in alphabetical order as they come in so they can be checked easily should the need arise. Fill out an envelope with the name and address of anyone receiving complimentary tickets, and place in reservation file.

Example for file:
Name
Address, State, Zip
Date reservation was received
Amount sent in/denote whether donation or reservation Check number or credit card number
Sponsor Level (if applicable)

This information should be maintained alphabetically, but kept separate from the reservation envelopes.

H. Maintain the event template spreadsheet or applicable event platform (OneCause or as determined by the Childhelp finance department for each event. The spreadsheet will be a running document for each event that should be submitted to finance on a monthly basis, along with the monthly finance banking report. Each reservation or donation that is received should be noted for proper record keeping and acknowledgement.

I. Make sure you recruit the same group of members to work on reservations at all times. Only reservations Chair and co-Chair should make entries in ledgers.

J. Seating assignments must be done **only** by Founders, reservation Chair and the event co-Chair.

K. Put returned reservation envelopes in alphabetical order (by names of members). Enter in ledger/computer-always complete the returned envelopes.

_____ _____

Signature of Member* Date

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Advisor and or Presidential Advisor

Purpose: To serve as an advisor, facilitator and guide to the President.

Additionally, serve as a liaison between the Childhelp Regional Director and the Chapter/Auxiliary, ensuring that all bylaws, guidelines, policies and procedures are followed.

Term: One year, with the opportunity for additional years as determined by the Childhelp National Headquarters Regional Chapter Director. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter/Auxiliary President and Regional Chapter Director

Responsibilities:

A. Provide personal/professional support to the President and Board members of the Chapter/Auxiliary, acting as "trouble-shooter" when problems arise.

B. Communicate with the Regional Chapter Director to seek answers to questions or concerns that may arise.

C. Ensure that the Chapter/Auxiliary is following proper fundraising protocol, such as protocol for obtaining celebrities and handling celebrities at an event, social service requirements, sales tax procedure, etc. Refer any questions regarding accounting or sales tax to the Regional Chapter Director.

D. Make sure that the Chapter/Auxiliary is following the appropriate guidelines for written materials, such as newsletters, invitations, "Save the Date" cards, souvenir program book (information on website), and letterhead and envelopes. Additionally, make sure all invitations and "Save the Date" Cards are approved by the Regional Chapter Director, prior to printing.

E. Make sure that the Chapter/Auxiliary holds a Membership Meeting each year, as outlined in the Chapter/Auxiliary Bylaws.

F. Ensure that the newsletter is circulated to the appropriate parties as per the Newsletter Guidelines (located in the Childhelp Resource Manual).

G. Make sure that any/all event dates are presented to the Regional Chapter Director prior to any commitment being made to the venue/facility.

H. Stress to the President and the Fundraising Chair the importance of properly utilizing the Childhelp Resource Manual and its contents to help better educate the appropriate board members and/or committee chairmen. Additionally, stress how important it is for their members to follow the Chapter/Auxiliary Bylaws.

I. If the President is unable to attend the General Membership or Board meeting, make sure the Vice President has the agenda and is prepared to run the meeting.

J. At the General Membership Meeting, report on all national Childhelp information.

Work with Regional Chapter Director to obtain the most updated information on national activities/ventures, programs and facilities.

_____ _____

Signature of Member* Date

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Group Home Liaison

Purpose: To promote, solicit and assist in special projects related to a Childhelp Group Home

Term: One year, with possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities:

A. To be a staunch ad vocal advocate for the Group Homes

B. To be the connection between the Chapters and the Group Homes

C. To provide assistance to the Group Home Program Manager as needed

D. To develop a working, helpful relationship with the House Supervisors

E. To work with local supporters to solicit and utilize donations to enhance the lives of the children and the houses

F. Help communicate the needs of the Group Homes

G. Assist in shopping for gifts to fulfill birthday and Holiday wish lists

_____ _____

Signature of Member* Date

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Technology Chair

Purpose: To bring the issues of child abuse and neglect as well as promote prevention and treatment through the programs of Childhelp via social media.

Term: One year, with the possibility of re-election for one additional consecutive term. Requests for terms longer than two years must be submitted in writing to the Regional Chapter Director for written approval.

Responsible to: Chapter President

Responsibilities:

A. Evaluate, assist, implement and maintain new technology applications and programs that will benefit the Chapter. Childhelp National Social Media guidelines must be followed.

B. Help with the newsletter online templates, electronic bidding platforms for use at events, prepare event forms and maintain online photo sharing websites.

C. Set up Dropbox for documents broken down by each event.

D. Promote Childhelp and its programs to prevent and treat child abuse and neglect via social media

_____ _____

Signature of Member* Date

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FREQUENTLY ASKED QUESTIONS

Chapters/Auxiliaries

Basics

What does being a part of a Childhelp Chapter or Auxiliary mean?

Chapters are made up of committed members (volunteers) who are dedicated to supporting the abused and at-risk children helped by Childhelp through fundraising and service projects. Each Chapter/Auxiliary, while operating under Childhelp's bylaws, has its own unique personality and special projects and events that reflect its community.

How often does the membership meet?

Chapters and Auxiliaries usually meet monthly or as often as needed to achieve their program and fundraising goals. Each meeting is conducted with an agenda created by the Chapter/Auxiliary President to ensure productive and effective use of your valuable time.

Attendance at meetings is strongly encouraged, but optional, to help carry out the group's goals. Volunteers are welcome at any level of support they can offer.

How is the Chapter governed?

Each Chapter/Auxiliary operates under a set of bylaws provided by Childhelp, ensuring a transparent and accountable governance structure. These bylaws are readily available in the Chapter Resources on the Childhelp website, providing you with the information you need to understand and participate in the governance of your Chapter/Auxiliary.

A leadership team of Chapter officers is selected/elected for each group, typically annually. Job descriptions for the President, Vice President, Secretary, Treasurer, Membership Chair, Fundraising Chair, and others are available in the Chapter Resources. Other roles and subcommittees may be added on a short-term (event/project specific) or long-term basis as needed, formed and reporting to the Chairs.

Do I pay dues?

Dues are Chapter/Auxiliary dependent and are assessed annually. Memberships for individuals, families, and corporations may be available.

Learn more at childhelp.org/chapters

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Revised 10.14.2024

FREQUENTLY ASKED QUESTIONS
Chapters/Auxiliaries

Your Role in a Chapter

Will I be working directly with abused children?

In most cases, no. Because of the unique needs of the children served by Childhelp, there are very few opportunities to work directly with them. If any opportunities exist, your local Chapter can assist you in beginning the screening process.

However, Chapters are dedicated to making a real difference in children's lives through service projects, collections of needed items and gifts, and fundraising for direct-benefit causes. These efforts have a profound and positive impact on the children Childhelp serves.

Does a Chapter/Auxiliary fundraise?

Yes! The Chapters and Auxiliaries organize various special events to raise funds for Childhelp. From elegant black-tie galas with silent auctions to exciting motorcycle rides, golf tournaments, fashion shows, wine festivals, and holiday boutiques, as well as fun casino nights and art and antique auctions, these events are not only about fundraising but also about coming together to support Childhelp's essential programs and facilities while spreading awareness of its impactful mission. Chapters host two fundraising events per year, and Auxiliaries host one. Watch the Childhelp events webpage to see what is coming up next!

I don't have any experience in fundraising. Will I get support?

Yes. Our Regional Chapter Director will provide each Chapter and Auxiliary with a Resource Manual that gives detailed instructions for each step involved in planning a special event and is available for support during the planning process. Childhelp may have software, materials, or other useful tools available to you to ensure event success. Childhelp can also connect you with other volunteers with extensive experience with special events and corporate fundraising.

How much money is a Chapter/Auxiliary required to raise annually, and will the funds stay in my community or state?

Childhelp will work with each Chapter or Auxiliary to set an attainable monetary goal based on their needs. Except in special cases, funds raised by the Chapter/Auxiliary will be unrestricted and used to support existing Childhelp programs and services nationwide, including our National Child Abuse Hotline 1-800-4-A-CHILD and Childhelp Speak Up Be Safe.

Learn more at childhelp.org/chapters

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FREQUENTLY ASKED QUESTIONS
Chapters/Auxiliaries

Your Role in a Chapter continued

What percentage of the funds raised for Childhelp go directly to help abused children?

Over 74%

Corporate donors want their contributions to be used in this community. What can I tell them to satisfy this requirement?

Childhelp is a renowned organization that operates both at the national level and within local communities nationwide. Their extensive care programs cater to the needs of individual communities, making a profound impact on a national scale.

Childhelp National Child Abuse Hotline, 1-800-4-A-CHILD (text, call, and chat) serves the United States, its territories, and Canada; the hotline is staffed 24 hours a day, seven days a week with professional crisis counselors who can provide assistance in over 170 languages.

When introduced into the schools in your community, our prevention program, Childhelp Speak Up Be Safe, helps kids prevent, interrupt, and speak up about child abuse. It is the only comprehensive, evidence-based child abuse prevention education curriculum that covers physical abuse, emotional abuse, sexual abuse, neglect, bullying, and cyberabuse with age-appropriate lessons for kids pre-kindergarten through 12th grade will identify and help children currently in abusive situations and prevent others from suffering abuse by teaching them how to speak out.

What is the difference between a Chapter and an Auxiliary?

Chapters are required to hold two fundraising events per fiscal year. Fundraising Auxiliaries are required to hold one. Fundraising Auxiliaries were created for individuals who would like to commit but, because of time or personal commitments, cannot afford to dedicate themselves to putting on two fundraising events per year.

What is my Chapter's Tax ID number?

All Chapters and Auxiliaries operate under Childhelp's Tax ID Number 95-2884608.

Learn more at childhelp.org/chapters

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FREQUENTLY ASKED QUESTIONS
Chapters/Auxiliaries

Outside of the Chapter

What if there is no Chapter/Auxiliary in my area?

If there is no Chapter or Auxiliary in your area, you can still help! Here's how:

- Spread the word about Childhelp on social media.
- Encourage your local school system or community organizations to adopt Childhelp's prevention education program, Speak Up Be Safe.
- Donate or individually fundraise for Childhelp.
- Become a corporate sponsor of Childhelp.
- Form a new regional Chapter or Auxiliary, following Childhelp guidelines.

Thank you for your commitment to making a difference in the life of a child!

I want to become a foster parent for abused children. What steps do I take?

Childhelp foster parent opportunities are currently only available in California and Tennessee. You can find out more about the training and requirements on our website.

Learn more at childhelp.org/chapters

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