

JOB DESCRIPTION WELCOMING COMMITTEE (HENS AND CHICKS)

Submitted to CWGA by the Estes Park WGA, 2005. With minor modifications and other suggestions added by the CWGA.

The purpose of the Welcoming Committee is to make each person who joins the club feel welcome, to help them learn what is going on, and to encourage them to take an active part in the club. One way to accomplish this task is to implement the “Hens and Chicks” program.

The idea behind the program is to have existing members volunteer to “host” a new member.

The new member needs an understanding of how the club operates, and they need to be shown around the facilities and the course. Some of the things that would assist the new member is showing them all of the information available on the bulletin boards, the score-posting computer (and how to post her scores), and the ladies locker room. Other club-specific information should be explained, such as how the ringer sheet, par-buster box, or other club games are tracked. Any other information that would help her feel comfortable in the group should also be conveyed.

The existing member should go through the playbook with the new member and explain the importance of the information in it. She should also see that the new member has a copy of the rules handout provided by the Rules Committee and encourage her to have a rules book and to become familiar with the Rules of Golf. The existing member should also explain any local rules.

Existing members should also help the new member understand the basics of the Handicap System and could provide them with a copy of the USGA Handicap System Reference Guide (previously the “Snoopy” book) to assist them.

The existing member could also designate to play at least one to three rounds of golf, preferably one of those rounds on Ladies Day, with the new member or any other day the two players choose.

COMMITTEE DUTIES:

- Prepare a list of ladies, 9- and 18-holers, who would like to host a new member. This may be started at the fall board meeting of the previous year. Explain to them what is expected and provide any necessary handouts. A packet can be given to the existing member that contains pertinent information for the “Hen” and the “Chick.”
- Pair these existing members with a new member. Emphasize the importance of contacting their “Chick” within a few days of their joining the group and following through with all of their outlined responsibilities.
- Coordinate with the treasurer to be notified IMMEDIATELY when a new member pays their dues (joins the club).
- At the end of the year a report should be prepared about how the program operated throughout the season.