

Shining Armor Program and assist him in attaining this award during his first year of membership.

If you notice that he stops attending meetings and functions, contact him, it could just be a schedule change, it might be something more that you need to meet about in order to rectify. Once the member has completed his first full year within the Order, the proposer should see to it that this brother Knight becomes a Fourth Degree Sir Knight and is initiated and acclimated into his local assembly.



PROPOSERS NEED TO SEE THEMSELVES AS RETENTION OFFICERS DURING THE ENTIRE CAREER OF THOSE MEN THAT THEY RECRUIT INTO THE ORDER

V.I.P. CLUB

Membership in the Order's Very Important Proposer Club is open to all Knights that recruit 2 or more members into our Order. Once a member recruits 2 new Knights, he is automatically* enrolled into the 'V.I.P.' Club. At that time, a congratulatory note and a 'V.I.P.' Club lapel pin are sent to the recruiter from the supreme knight.

As 'Club' members continue to recruit new members and reach higher levels of the 'Club', certificates are automatically sent to his council for presentation to him at a suitable council event.

Councils are also encouraged to order 'V.I.P.' Club lapel pins for their recruiters as they progress through the various levels of the 'V.I.P.' Club. Lapel pins can be ordered from the Supreme Council Supply Department.

FOR MORE INFORMATION ON THE ORDER'S VIP CLUB, PLEASE REFER TO THE VIP FLYER # 2488

* Proposer information is automatically recorded from the Membership Document (Form #100) if Section 6 is completed with the recruiter's name and membership number.

Asking a man to join is just the beginning...

DUTIES OF A PROPOSER



1 COLUMBUS PLAZA ♦ NEW HAVEN, CT ♦ 06510-3326
1-203-752-4270 or www.kofc.org

4636 12/05



Recruiting a new member into the Order is the most important and noteworthy accomplishment that any Knight can attain. New members keeps our organization vibrant and in tune with the pulse of our local communities. However – for the proposer there is more to recruitment then just asking a man to join.

To ensure the most favorable response when recruiting new members and to ensure that a member has a solid foundation and is informed as a Knight, be sure that you are prepared when approaching prospects about joining our Order.

IF YOU TAKE THE TIME TO LEARN ABOUT THE PROSPECT, HE'LL TAKE THE TIME TO LISTEN TO YOU

Be sure to know his complete name and address, a few facts about his job, his parish affiliation and some activities he is interested in. You can also check to see if he has any friends among present council members and most importantly know some information on his wife and children.



YOU NEED THE RIGHT TOOLS FOR THE JOB

Be sure to have a supply of our Order's recruitment literature, such as "Did You Know?" (#1267), Member Benefits Flyer (#2773), "Faith-Based Recruitment Flyer" (#4497), "Family Recruitment Flyer" (#4552), "Community Based Recruitment Flyer" (#4553), and any appropriate council flyers or publications.

A man is far more likely to join an organization that he is well informed about, so be sure to have answers to his questions on the Order's insurance program, how much time is required on his part, how membership will benefit him and his family, also have information on your council initiation fees and dues. After you have answered all of his or his family's questions – sit with the prospect and assist him in completing a Membership Document (#100).



THE FORM #100 IS SIGNED, BUT YOUR JOB ISN'T OVER

After turning the Membership Document over to the Financial Secretary, who will make certain that your council's insurance representative is advised of the prospect's interest in joining. You should inform the prospect of the date of his meeting with the Admission Committee, which you need to attend.

You should also inform him of the date of the next First Degree exemplification. It is your job as his proposer to accompany him to the First Degree and all future degrees that he takes.

Once he takes his First Degree you need to bring him to his first council meeting and introduce him to his brother Knights. Be sure to get each new member started in the