

NATIONAL RESIDENCE HALL HONORARY



INDUCTION CEREMONY TIPS AND RESOURCES

INFORMATION ABOUT...

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IS IT IMPORTANT?

Inductions ceremonies are a very integral part in starting new NRHH member's on the right foot. From the planning of the induction ceremony, to the ceremony itself, and then the social activities afterward, each is extremely important.

One recommendation is to create or maintain an induction ceremony that is unique to your own individual chapter. Use the resources that are in the packet as a starting point, but mold it into something that is special to your campus. NRHH does have the same ideas and goals across the nation, but individual chapters are just that, individuals and every individual should be unique.

Another suggestion is to use resources that are available to you. If something isn't working, ask fellow chapters in your region or contact your Regional Associate Director (RAD). You can also invite the RAD from your region to your induction banquet. Sometimes the RAD will be able to come to a banquet and sometimes they may not, but it never hurts to try. In addition, the RAD in your region will be more than happy to write letters of congratulations in becoming a member of your NRHH chapter. All your RAD needs to know is a name and what school they are from. It adds a personal touch to the ceremony as well as an added bonus of recognition for newly inducted members.

At the end of every ceremony, don't forget to have some type of social activity. It's imperative that you make the new members feel a part of the organizations. Everyone in NRHH is considered to be in the Top 1% of residence hall leaders and each person is a part of that family. Just as the first time you were inducted into NRHH, you want to make sure they hit the ground running. New members have excellent ideas and you want to make sure you plug them in at the beginning.

Included in this guide are many resources that are useful when planning your own individual induction ceremony. If you need any other help or ideas, feel free to contact your RAD.

INDUCTION CEREMONY TIPS

- ❑ Order official NRHH certificates from the NRHH National Office (at least two weeks in advance). If you affiliate prior to December 1st, you are entitled to 15 free certificates!
- ❑ Order official NRHH pins from the NRHH National Office (at least two weeks in advance).
- ❑ Set the Induction Ceremony date early so everyone can mark it in his/her calendar at the beginning of the year/semester.
- ❑ Make sure to call and double check arrangements for the ceremony.
- ❑ Invite alumni from the past five years to your induction ceremony so that they can show their commitment to recognizing students who are following in their footsteps.
- ❑ Invite the person who nominated the inductee!
- ❑ Go to special meetings, like Hall Council or staff meetings to announce that someone has been selected for membership.
- ❑ Give inductees a chapter sweatshirt or other apparel that they need to wear on induction ceremony day. This is also a great way to get your name out on campus!
- ❑ If you're not able to financially afford an Induction Ceremony, consider instituting a membership fee or chapter dues, which will ensure that the chapter will always be able to pay for the certificate, pin, and any materials needed for the ceremony.
- ❑ Invite guests from your campus administration, which could include the College President, Vice President for Student Affairs, and the Director of Residence Life. Even if they are not able to attend - at least they know about your organization.
- ❑ Contact your NRHH RAD and have them write letters congratulating new inductees!
- ❑ Have all current NRHH members wear their pins on induction ceremony day (this is also a great lead-in to have members wear their pins on days of chapter meetings throughout the year)!
- ❑ Invite a past president to speak at your induction ceremony (this is a great way to maintain a historical perspective of your chapter and to show growth)!
- ❑ Invite an NRHH president or members from a neighboring chapter!
- ❑ Invite the inductee's family to the ceremony.
- ❑ Write letters to families to let them know their student has been inducted!
- ❑ Send notices to the hometown newspaper of each of the inductees!
- ❑ Hand deliver acceptance letters - the president or a member of the executive board gets to meet each new inductee so that at the induction ceremony the inductee recognizes the people who are inducting them!
- ❑ Create a bulletin board in the Residence Life Office or Student Union Building congratulating the new inductees!
- ❑ Have everyone wear professional or formal attire!
- ❑ Have a flower corsage for each inductee - not only do they stand out but it brightens the room!
- ❑ Send a memo to all Residence Hall Building Directors, the RHA, and any other interested parties to announce new inductees and their buildings so that they can get congratulations all around!
- ❑ Make an induction ceremony program outlining new inductees, current and honorary members, and the order of events for the ceremony; this can also be utilized to highlight individual chapter awards!
- ❑ Always use nice paper/stationary for everything (programs, acceptance/denial letters, etc.)!
- ❑ Read an inspirational poem or quotation to open or close the ceremony!
- ❑ Take a picture of the new inductees, and one of all chapter members.
- ❑ Take a picture of the incoming Executive Board to display in your NRHH Office!
- ❑ When reading the names of the inductees, also read a list of their residence hall commitments!
- ❑ Introduce the inductee by reading a particularly outstanding portion of their recommendation!
- ❑ Either have a special NRHH candle made (with the symbol molded into the candle) and/or have a blue or white candle for the inductees to light from it.
- ❑ Serve dinner or desert - talk to dining services to see if they would be willing to sponsor the food!
- ❑ Read the history of NRHH - both nationally and as a chapter - so new inductees understand what the chapter is all about!
- ❑ Present an "NRHH Outstanding Member of the Year" Award!
- ❑ Present Bronze Pins with consultation from the RHA President, or award the Outstanding Leadership Service pin.
- ❑ Show slides from throughout the year!

- ❑ Have numerous people involved in the induction section - one to read about the person, one for the pin, and one to hand out the certificate!
- ❑ Make a nametag for everyone at the Induction Ceremony.
- ❑ Purposely assign seating so that the inductees are spread amongst the group so that people are interacting!
- ❑ Award a "Rookie of the Year" scholarship or award to the member who was inducted at the last induction ceremony who has made outstanding contributions (this not only rewards effort but encourages new members to get involved)!
- ❑ Ask graduating seniors to stand and be recognized!
- ❑ Ask alumni members to stand and be recognized (introduce them as well)!
- ❑ Induct an Honorary Member!
- ❑ Ask an Honorary Member that is being/has been inducted to be the keynote speaker!
- ❑ Recognize incoming and outgoing executive board member with certificates, plaques, flowers, etc.!
- ❑ Recognize perfect attendance (encourages meeting attendance)!
- ❑ Induct an NRHH member into the Association of Alumni and Friends of NACURH!
- ❑ Recognize members who have submitted OTMs and won OTMs (locally, regionally, and nationally).
- ❑ Recognize whoever planned the ceremony!
- ❑ Make sure that each of the NRHH Executive Board Members has a role in the induction ceremony to show unity!
- ❑ Give away memorabilia like key chains, mugs, pen, paddles, etc. to not only advertise but recognize!
- ❑ Do a transition of executive board officers and have them repeat an oath!
- ❑ Highlight the chapter's activities from the year and outline upcoming activities!
- ❑ After the ceremony, go somewhere fun together for social interaction and bonding!
- ❑ Have a chapter "log" that can be added with each inductee class - even take a picture to place under the names!
- ❑ Have inductees sign cards to send to the NRHH National Office and RAD telling them of the excitement about being a part of NRHH!
- ❑ Videotape everything so that you can create a collage of clips for a special event in the future!
- ❑ Celebrate anniversary years by inviting back all alumni (at their expense if necessary), creating a history book, keeping a scrapbook, etc. Start planning now for the future!
- ❑ Put an ad in the school newspaper congratulating new inductees (even include the picture you take at the induction ceremony)! If you do it as a press release, it usually doesn't cost anything!
- ❑ Make laminated door decs for EVERY member's doors that say "Proud member of the _____ NRHH Chapter" (not only will this recognize your members but it's a great way to get you name out on campus!)
- ❑ If you ceremony is on the weekend, consider doing a community service project during the day (everyone gets to interact as well)!
- ❑ Send thank you cards to any guests!
- ❑ Always use a computer to print out the names on the certificates!
- ❑ Send the names of the inductees to you regional newsletter to be recognized!
- ❑ Personally deliver any certificates to inductees who could not attend!
- ❑ Make sure to include you Induction Ceremony in your NRHH Chapter Of The Month nomination.
- ❑ Always do something new (or something old with a twist)!
- ❑ Make sure all materials (including this guide and copies of you programs, history, etc.) are kept together so that information can be transitioned and recreated for the next ceremony!

AFTER THE CEREMONY...

- ❑ Give out an introductory packet to inductees with your chapter mission, the history of NRHH, symbols and meanings, annual activities, Of the Month forms, etc.
- ❑ After the ceremony, have a retreat within the next few weeks so that everyone becomes a part of the goal-setting process and are able to socialize and get to know each other!
- ❑ Subscribe inductees onto the Regional and National NRHH listservs!
- ❑ Follow the induction ceremony with a week of social activities every night!
- ❑ Have an updated membership phone/address list available!
- ❑ Send out a chapter newsletter ASAP after the Induction Ceremony with information for any inductees who could not attend so that they feel included!

SAMPLE NRHH OATH

I, state your name, hearby pledge my dedication and loyalty to the Lynn and Francis Jackson Chapter of the National Residence Hall Honorary.

As a member of NRHH I realize the value of serving my community and know the joy it brings to me, as well as, to others.

I also know the importance of recognizing quality leadership ability in others. As a member of NRHH my leadership abilities have been recognized as outstanding.

Now it is my job to see this outstanding leadership in others and thereby my duty to properly recognize and award them for their dedication.

The residence halls have played a vital role in throughout this portion of my college career and for this reason, I pledge my continued service to this organization. For I understand the Residential Life mission statement and vow to make it my own.

Beginning today, at this precise moment, I am an official member of NRHH, and I understand and truly value those members which gained their status of membership prior to myself. As an official NRHH member, I can only aspire to reach the great heights to which they have attained.

I plan to give the utmost loyalty to the Lynn and Francis Jackson Chapter of the National Residence Hall Honorary. For me it would be the pinnacle of my membership if I could follow in those NRHH member's footsteps that went before me.

To me this would equal success in our organization, and that is my goal.

SAMPLE INDUCTION CEREMONY SCRIPT

**AS TAKEN FROM THE LITTLE APPLE CHAPTER
KANSAS STATE UNIVERSITY**

- I. Welcome – (President) – light candle and welcome everyone to the ceremony
- II. Starfish Story – (read by a last semester inductee)

Starfish Story

A man was jogging down the beach after a major storm had just come through the area. The huge number of starfish that the storm had washed up on the beach dismayed him. He thought there was nothing he could do because of the immense numbers. As he continued down the beach, he noticed an older man in the distance throwing something in the water. As the jogger got closer, he saw the old man walk a little farther down the beach, bend over, pick up a starfish and throw it back in the water. As the jogger approached, the old man stopped, bent over, picked up another starfish and began to throw it back in the water. The jogger interrupted, “Why are you doing that? There are thousands of starfish on the beach. You can’t possibly make a difference.” The old man looked at the jogger, then at the starfish and threw it back into the water. Looking back at the jogger, the old man replied, “I made a difference to that one, didn’t I?”

Importance

- NRHH is an organization dedicated to recognizing
- Recognizing is a large and never-ending task. There is no way everyone can be recognized for everything they do.
- However, for those that we are able to recognize it does make a difference to them

- III. Chapter History – (ABC Committee – NRHH Member)

The National Association of College and University Residence Halls, Inc. (NACURH) was founded in 1954. NACURH was formed as a result of feeling that such an organization was needed to encourage the exchange of ideas and information. In February of 1972, the NACURH logo and the colors of blue and white were officially accepted by the National Board of Directors to represent NACURH. The symbol represents the structural form of the many varied facilities and housing units NACURH represents and is concerned with, both in character and in reality. The logo art form is continuous, representing the never-ending leadership of NACURH. The National Residence Hall Honorary (NRHH) is a service organization of NACURH, which firmly believes in the value of student involvement in all capacities of life in the residence halls including educational, social, and recreational realms. NRHH was established in 1964 to give recognition to outstanding student leaders within the residence hall systems on campuses, in their regions, and nationally. Currently, there are over 175 NRHH Chapters nationwide.

Realizing the value of participation, students have become active and contributed vast amounts of their personal energy in an effort to make their college experiences more meaningful. This effort not only benefits them, but the entire residence hall systems as well. NRHH is the only nationwide organization dedicated to recognize this effort by students. NRHH Chapters are organized locally on individual campuses. Charters consist of either one percent (1%) of the residence hall population or 15 students, whichever is greater.

Like every organization, the Little Apple Chapter of the National Residence Hall Honorary has a unique history. However, in its beginning, the only thing it resembled of its present form is the word "little" used for the present name for "Little Apple Chapter." In 1996, the KSUNRHH Chapter contained 4 active members. Due to their small size, duties were focused to recognition and getting the chapter's name out to residents. As the chapter grew, more activities were tackled.

In 1997, the chapter had grown to 10 active members and many committees were formed to take on these new responsibilities including Fundraising, Community Service, Awards, Website, Recruitment, and Campus recognition to name a few. It was during this year the chapter decided to rename itself to something other than KSUNRHH. Names like the Mable Strong Chapter, the Purple and White Chapter, and the Flint Hills Chapter were discussed before the Little Apple Chapter was decided upon. This year also found the chapter bidding for "Building Block Chapter of the Year" due to its strong growth and excitement for the future. In 1998, the membership grew to 25 members. With this large membership and dedicated leaders, many community service and social opportunities arose. This year marked the first time the chapter bid for "Chapter of the Year" – an honor which has continued since.

In 2000, the large number of committees was whittled down to 3 – OTMs, Programming, and Awards and Banquets. Recognition became an ever increasing focus for the chapter. Projects aimed at recognizing hall staff, hall governing boards, senior staff, and Pittman Staff to name a few, became an annual event. This past Spring LAC NRHH decided to make yet another change to its committees because the chapter felt that some things were being overlooked. They switched to a five committee system which included OTMs, Awards and Banquets, Recognition/Programming, Community Service, and Bidding. With these new and altered committees LAC NRHH hopes to get more members involved and accomplish even greater tasks than before.

IV. Symbols – (Recognition Committee - NRHH Member)

The National Residence Hall Honorary (NRHH) colors are blue and white. The blue signifies loyalty to self, purpose and ideals. The white signifies a blank page - a page on which a student writes the successes and experiences that fill their days in the residence halls.

The symbol for NRHH is that of a diamond surrounding the letters of the organization and the three interconnected links, the chain of leadership. The diamond, the world's most precious gem, signifies the value and beauty one finds in their residence hall experience.

The first chain of the link represents caring. Leaders are people who care. They are concerned about themselves and others, and are committed to making things better. The second link signifies dedication. Part of a leader's commitment is the dedication to cause which they display. Dedication is an important part of the involvement required to be a truly effective leader. The third link represents participation. True leaders participate fully in their academic pursuits, friendships, activities, and lives. Leaders don't sit on the sidelines, but are complete team players.

Together the unbroken chain symbolizes the never-ending leadership of NACURH and membership to NRHH. As leaders, we are interconnected as caring and dedicated participants in the community, which is Kansas State University.

- V. Introduction of Guest Speaker by the Vice President – Speaker
- VI. Introduction of Graduating Seniors – (ABC committee chair)
- VII. Introduce New Inductees – (Vice President)

We must all continue to be leaders, both inside and outside of this organization, for the chapter to continue to succeed. The candles represent the passing of the torch. The president lights it at the beginning of the ceremony and this flame is passed on to each of the new inductees. It symbolizes the new inductees as the future of this organization.

(ABC Committee – NRHH Member) – light candle and give certificate to new inductees

Each inductee is recognized and an excerpt from their essays on their application is read. Once every person is inducted, they all take the NRHH Oath:

I (state your name)
agree to uphold and honor
all the principles, values, and beliefs,
of the Little Apple Chapter
of the National Residence Hall Honorary
at Kansas State University.
I promise to be an active member
and will continue the tradition
of providing recognition, leadership, and service.
In my efforts to serve this chapter,
I will uphold the NRHH constitution,
and represent the Little Apple Chapter
to the best of my abilities.