

Commander

That you have ability is recognized by your election to the office of post commander. Now you must draw on your ability and past experience while developing new skills so that you will succeed in helping the post prosper.

The charge you have accepted, commander, is broad and difficult. How you respond will determine to a large degree the standing of The American Legion among your associates and within the community. Your own ability, the support of district and department officers, the information in this guide, and the help you will get from the post officers who form your team will together make the performance of your job possible. As you look to the overall operation of the post, you'll realize that you have stepped to another level. You may feel the step is too high, but as you proceed, following the suggestions and recommendations in this guide, you may find that your year as commander is the most rewarding of your life.

Overlooking the overall operation of the post include the following:

- Planning post operations for the coming year
- Post executive committee
- Records, minutes and other materials
- Budget and fundraising
- Committee assignments
- Programs new and old
- First post meeting
- Agenda
- Protocol
- Welcome committee
- Pageantry and honors
- Community projects
- Saying "thanks"
- Resolutions
- Sources of help
- Auxiliary unit
- Conventions
- The American Legion Extension Institute (ALEI)
- Program reminders
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