

**Program Coordinator**  
**Diana Kulhanek**

The Program Coordinator is an appointed position determined by the Department of California VFW Auxiliary President. Because the Program Coordinator usually works only with the Department Program Chairmen, it is quite possible that many Auxiliary members do not know what the Program Coordinator does. Auxiliary chairpersons will submit a report with descriptions of the activities you do, along with the hours and dollars expended, to the District and Department Chairmen using our online reporting system. The Department Program Chairmen determines if those reports of activity meet the guidelines as established by National Headquarters and if so, they are approved and recorded on the dashboard found on our department website. ([vfwauxca.org](http://vfwauxca.org))

As Program Coordinator, I am responsible for overseeing the successful promotion of our National Programs. My duties under the direction of our Department President may include but are not limited to: any communications as directed by our Department President to our Department Chairmen, leading Department Program Chairmen and delegating tasks among them, monitoring program progress throughout the year, offering support and assistance when executing the promotions of each program, scheduling the postings of the program promotions, bulletins, and blogs on our Department website, Facebook, and other social media outlets, monitoring and reminding Chairmen of deadlines, reporting of projects and year end reports.

Our programs are often the first impression that the public has of the VFW Auxiliary. Therefore, it is extremely important to be prepared and more importantly become familiar with each program and their goals. Since 1914, the VFW Auxiliary established Programs that have united Americans with a common purpose: to improve the lives of veterans, service members and their families, and our communities.

Our programs are designed to bring needed services, information, and assistance to these target groups. Please take the time to read the postings by your Department Chairmen and learn how you can make a difference in the lives of veterans, service members and their families and our communities.

I am available to assist all Chairman at all levels, please don't hesitate to contact me. May we all work together to ensure that the Department has a successful year!

There is still some confusion about “what do I report under what program”. Here is a quick rundown of what projects to report under each program. We hope you find this helpful:

<p><b><u>Americanism</u></b>  Flag Education  Promoting Patriotism  Celebrating Patriotic Holidays  POW/MIA Recognition Day  Recognize Gold Star Families  Patriotic Community Events</p> <p><b><u>Buddy Poppy &amp; National Home</u></b>  Distributing Buddy Poppies in the community  Participate in the display contest  Buddy Poppy decorations  Educate the community about Buddy Poppy  Donate to the Health &amp; Happiness Fund  Donate to California’s Sunshine Fund  Donate to the VFW National Home  Share the helpline  Refer families to the helpline  Educate the community about the National Home</p> <p><b><u>Hospital</u></b>  Visiting hospitalized veterans  Honoring hospitalized veterans on holidays  Valentines for veterans  Recruiting and engaging hospital volunteers  Women veteran health care  Honors Escort Program  Supporting Fisher House</p> <p><b><u>Membership</u></b>  Recruit new members  Engage new members  Retain members</p> <p><b><u>Scholarships</u></b>  Work with Post for VOD and PP  Work with high school students for Patriotic Art  Work with Members for Continuing Ed  Scholarship</p> <p><b><u>Youth Activities</u></b>  Veteran grave beautification project  Creating &amp; working with youth groups  Youth Groups supporting veterans  Get Excited for the Red, White &amp; Blue  Patriotism through literacy  Illustrating America  Marie Klugow Scholarship</p>	<p><b><u>Auxiliary Outreach</u></b>  Partnering with organizations  Working with police – Child Id  Fire Department – fire safety  EMTs – CPR training  Volunteer at an animal shelter  Delivering food for Meals on Wheels</p> <p><b><u>Historian Media Relations</u></b>  Educate through social media  Educate through newsletters  Maintaining historical records  Documenting the Department President visit</p> <p><b><u>Legislative</u></b>  Share VFW priority goals with Legislators  Sign up members for VFW Action Corps Weekly  Respond to Action Alerts  Host a Legislative town hall  Educate youth on civic duty  Help people register to vote  Volunteer in a polling booth</p> <p><b><u>Mentoring for Leadership</u></b>  Hold a training event for members  Mentor new members about the organization  Mentor a member to take a leadership role</p> <p><b><u>Veterans &amp; Family Support</u></b>  Supporting Veteran Caregivers  Homeless veterans and their families (standdown)  Supporting families dealing with veteran suicide  Donations to VFW National Veterans Service  Donations to VFW Veterans &amp; Military Support  Military Assistance (MAP)  Working with Family Readiness Groups (FROs)  Unmet Needs  VFW “Sport Clips” Help a Hero  Veteran &amp; Military Suicide Prevention - 5 signs  Sharing the Veterans Crisis Line 800-273-8255  Donation to the Auxiliary Cancer Grant Fund  Donation to Department Service Officer Fund</p> <p>*See more examples in the National Program Book</p>
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