

How to Start a New Club

(Non-District Sponsored)

Thank you for your interest in possibly starting a new club here at Dublin Jerome. You will need to follow the following steps to be considered to start a club. There is no guarantee that your club will be approved.

Before you propose your club:

1. Check the Club Hub (available on Jerome's website under the "Clubs" tab) to see if there is already an existing similar club.
2. If there is a similar club, talk with that Club Advisor and student leaders to see if you can join the club and possibly operate as a sub-club. If an existing club is similar to yours and can merge them, it will be a quicker start and larger membership.
3. Please consider the following: Is it necessary to start your club or is it something that can be done without being an official club?

Proposing a Club:

1. If you believe your club is needed and will enhance the Jerome experience, set up a time to meet with and talk through your club with Mrs. Schoeler (schoeler_julie@dublinschools.net).
2. Find a teacher to agree to volunteer as your club advisor. A teacher cannot advise more than three clubs.
3. You need to create a club proposal that will be presented to the Student Council Executives, Mrs. Schoeler, and Student Council Advisors.
 - a. These presentations will take place once a year in September. Your presentation time will be determined when you talk with Mrs. Schoeler.
4. As a non-district-sponsored club, you will be unable to collect or handle any money.

Club Proposal Presentation Guidelines:

1. You will have 3-5 minutes to present your club.
2. Please include the following information:
 - a. Club Name
 - b. Advisor
 - c. Description/Purpose of the club
 - d. Need for the club:
 - i. Why does Jerome need this club?

- ii. How will it enhance the experience of the Jerome community?
 - e. Club interest:
 - i. Prove there is significant interest in the club.
 - f. Club Sustainability:
 - i. Show how the club will last beyond you.
 - ii. How will this club last many years?
3. After your presentation a decision will be made and shared with you within a week.

THINGS TO CONSIDER:

- When and how often will your club meet?
- Where could you meet? What type of space do you require?
- Which teacher will be a good fit for your club? Approach the teacher in person and discuss your specific vision for the club instead of just emailing.
- If the primary focus of your club is fundraising, rethink what other focus you could have.
- Not all ideas need to be a club. Some ideas can just be a group of friends/people who meet together.
- Administration can approve or deny a club at any point in the process as it sees fit.

Any questions should be directed to Mrs. Schoeler.