

Katrina Pham

District Secretary

(425) 777-0371

secretary.pham@njkeyclub.org



New Jersey District
Key Club International

Introduction Letter

Dear New Jersey District of Key Club International,

I am honored that you have given me the opportunity to be your District Secretary for the 2019-2020 service year. For those of you who did not meet me at District Convention this past March, my name is Katrina Pham and I am currently a Junior at Livingston High School. Last year, I served as the Lieutenant Governor (LTG) of Division 19. Before becoming an LTG, I served as a general member my Freshman and Sophomore years. Being in Key Club for the past three years has been such a rewarding experience, and I would like to thank you all for giving me the chance to further my service in Key Club as your District Secretary. I genuinely admire the opportunities Key Club gives us to not only serve people in our own communities, but to also grow as individuals.

Although Key Club is definitely one of my main priorities, I do participate in other activities outside of Key Club (surprising right?). I am part of my school's Cross Country team as well as our Varsity Track and Field team (I run the 400m hurdles, 100m hurdles, 200m, and 400m!). I also am a part of the music programs in my school: singing in our school's choral ensemble and playing the violin in our General Orchestra as well as our Chamber Orchestra. In my spare time I also enjoy playing with my two dogs (a pomeranian and a mixed shih tzu) and watching David Dobrik's vlogs! Even though I participate in these other activities, Key Club will always remain a top priority for me, and I understand the responsibility that comes with being a District Secretary.

As a Lieutenant Governor last year, I served on a variety of committees and am excited to be able to utilize my past experience to not only serve as your District Secretary, but to also help guide the upcoming district board in their endeavors. I look forward to seeing you all at upcoming events like ICON (international convention), RTCs (regional training conferences), Fall Rally, and next year's DCON (district convention)!



Kiwanis
Service Leadership Programs

I have many goals for this upcoming service year and am eager to work to accomplish these. These goals include:

- Assisting the District Board with any problems they may encounter
- Sending a minimum of 4 District Mailings, 5 Newsletters to Club Secretaries, and 10 Newsletters to the District Board
- Taking detailed minutes at every board meeting
- Creating more effective report forms that will help record any events
- Creating a club roster form that will record the club roster for each club in the New Jersey District and compiling a Directory with this information
- Making CMRFs (club monthly report forms) easier to use and more accessible to all clubs, so that they see their progress throughout the year
- Constantly communicating with the District Governor and Kiwanians to update them with my job and any trouble that I may encounter.

It is truly an honor to be able to represent the New Jersey District and I look forward to serving you all in the 2019-2020 service year. Feel free to reach out to me at any time if you have any questions or concerns, or if you just need someone to talk to. You can contact me at (425)-777-0371 or email me at secretary.pham@njkeyclub.org. I am always an open resource for all of you and will be happy to talk.

Let's make this service year the best one yet!

Yours in Caring and Service,



Katrina Pham

2019-2020 District Secretary

New Jersey District of Key Club International



Kiwanis
Service Leadership Programs