



FALL RALLY 2020:  
BULLETIN EDITOR  
TRAINING!

# LET'S REVIEW OFFICIAL DUTIES FOR EDITOR!

## OFFICIAL EDITOR DUTIES:

Send articles to the district publication and Key Club magazine regarding projects and new ideas from your club. Be sure to include photos.

Post signs, posters and banners announcing meeting dates, projects and any type of Key Club promotion at your school and in the community.

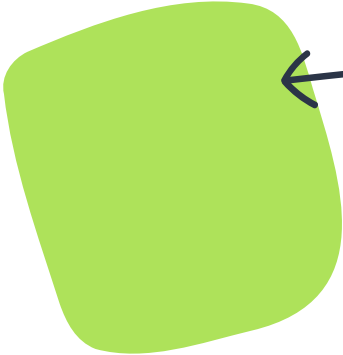
**Make public-service announcements, contact local press, send articles and photographs to community newspapers and radio stations.**

**Produce a monthly newsletter to members providing the following information.**

- Important dates
- Upcoming events
- Officer information
- Meeting schedule
- Service project dates and information
- Review of completed projects
- Committee updates
- President's message
- Major Emphasis information
- District project Information
- Reminders
- Dues update

**This can look a little bit different for everyone, based on their administrators and school situations!**

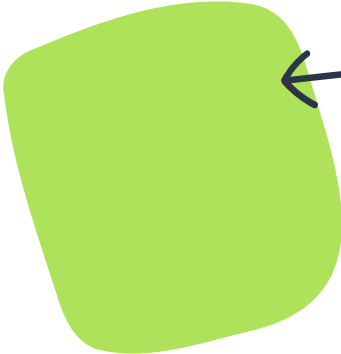




# BRAND GUIDE!

We know it, and we love it :)





KEY CLUB COLOR PALETTE



CMYK  
0 / 0 / 0 / 100



CMYK  
100 / 70 / 0 / 40



CMYK  
20 / 30 / 70 / 15



CMYK  
100 / 0 / 0 / 0



CMYK  
0 / 61 / 97 / 0



CMYK  
28 / 86 / 100 / 27



CMYK  
0 / 100 / 79 / 20



CMYK  
0 / 100 / 0 / 0



CMYK  
60 / 23 / 91 / 5



CMYK  
0 / 17 / 80 / 0



CMYK  
45 / 49 / 24 / 1



CMYK  
24 / 13 / 99 / 0



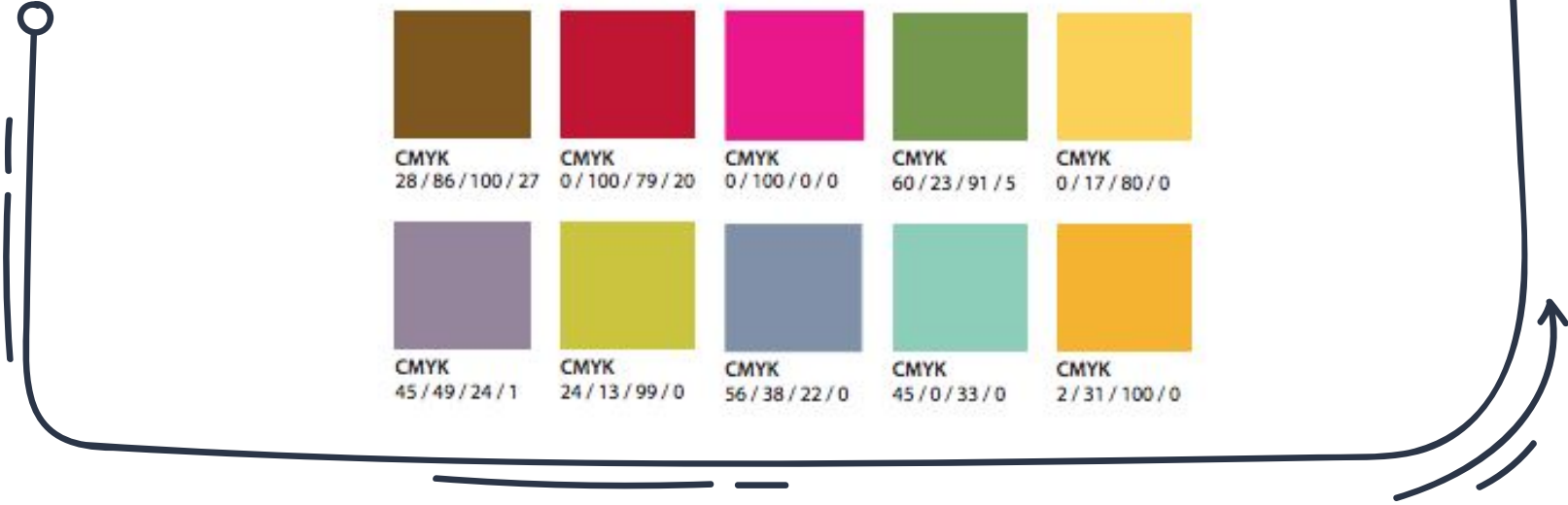
CMYK  
56 / 38 / 22 / 0



CMYK  
45 / 0 / 33 / 0



CMYK  
2 / 31 / 100 / 0



## YOUR JOB

- ✗ Be the Promoter
- ✗ Be the Photographer
- ✗ Be the Brand Advocate



# RESOURCES!

Key Club International, and myself, are here to ensure your success, THERE ARE TONS OF RESOURCES. A huge one being [Club Editor Officer Guide!](#)

