



**BUILD A BETTER WORLD
FOR WOMEN AND GIRLS**

Responsibilities of a Zontian

Who We Are

- Zonta International was founded in 1919 in Buffalo, New York. Currently we have 1,200 Clubs in 67 Countries with 30,000 Members. The Zonta Club of Cincinnati is 91 years old, being founded in 1935.
- As a member of Zonta International, we are part of a global network working to Build a Better World for Women and Girls.
- We represent a global organization that makes NGO (non-governmental organization) statements to the United Nations Human Rights Council and multiple other International Commissions. Zonta International issues its own statements, collaborates with other like-minded organizations to make joint statements and advocates for policies to protect the rights of women and girls.
- We are focused on four main causes: Ending Gender-Based Violence, Education Equality, Climate Justice, and Women in Decision-Making.
- As a Zontian you will lead in your community, become an advocate for gender equality, and make a difference for women and girls globally.
- Together, Zontians lead with strength and pride in the work we do, representing Zonta with professionalism and integrity, and conducting ourselves to reflect the positive impact we strive to make in our community.

What We Do

- We contribute in many ways to service and advocacy projects and scholarship programs, both locally and internationally.
- We support gift-giving programs and donate supplies for service projects.
- We stand up for women's rights in Cincinnati and around the world, and work to prevent Violence Against Women.
- We raise funds for scholarships and help build a stronger community by improving women's lives.
- We invite prospective members to meetings and events and encourage them to join Zonta.
- We embrace the friendships, mentorship, and networking opportunities among Zonta members.

Is Zonta Right for You?

- The Zonta Spirit is the heart and soul of Zonta International and helps create a powerful spirit of community, respect, and friendship in an inclusive environment.
- When considering membership, ask yourself: "Do I have a deep belief in our Zonta mission of Building a Better World for Women and Girls? Am I able to make a commitment to give my time, participate in club activities, donate some funds, become part of the governing body?"
- Your time, commitment, and contributions matter. This is what Zontians do.
- Are you ready to join the thousands of Zonta members worldwide who are currently making sustainable differences to benefit women and girls?

Our Code of Conduct

On the Zonta International website you will find the Zonta Code of Conduct. "Our Code of Conduct represents the culture we strive to have in our organization. This Code provides us with a shared understanding of the way we expect our members to behave as individuals, towards each other, our partners, funding/award recipients and supporters." – www.zonta.org

Recommendations to Help You Succeed

- Become well-informed about what Zonta does locally and globally.
- Attend all in-person and Zoom meetings – including membership meetings, committee meetings, and Board meetings (if a Board member), unless you cannot due to illness, important prior engagement, or work obligations. To be considered "excused," please notify the coordinator of the meeting.
- Check emails daily and respond within one day if a response is needed.
- Serve on at least one committee. Find a Mentor on your committee.
- If you are asked to serve in a leadership role or as an Officer or Board Member consider the responsibility carefully. It is often said that you should say "Yes" if asked to serve. Ask questions about the obligations before accepting. Saying "Yes" carries the responsibility to engage fully in that duty by faithfully attending meetings, carefully deliberating issues, and casting your votes seriously.
- Be prepared and participate fully. Join meetings on time, read material beforehand, express your opinions, and consider issues carefully.
- Be courteous during meetings. Raise your hand to indicate you wish to speak. When you begin speaking, state your name first. Allow time for others to answer, refrain from interrupting, speak briefly and to the point. Share your opinions and ask questions. Your voice matters, as do the voices of others.
- Be an ambassador. Zonta members are ambassadors in our community and are encouraged to develop relationships with other organizations whose mission aligns with our Zonta mission.
- Give your Time, Talents, Treasure and Ties as much as you are able.
- Utilize the Resource Manual on the Zonta Club of Cincinnati website.
- Continue to Show Up, continue to Serve. During the most challenging times, our presence matters even more.

Utilize the Resource Manual Provided on the ZCC Website

- Robert's Rules of Order as the standard guide for running fair, orderly and efficient organizations
- Roles and Positions defined for President, President Elect, Vice President, Secretary, Treasurer, Director, Committee Chair, Committee Member, Club Member
- Zonta Club of Cincinnati Bookmark
- Engagement Goals for Zonta Club of Cincinnati
- Invited Guest Guidelines
- Flash Mentoring
- Founder's Day Application
- Round Tables