

490 (Block 2) 25/6

BLOCK LEADERS BULLETIN
U.S. Citizens' Service Corps
Number Two

Portland, Oregon
1101 S. W. Fifth Avenue

April 17, 1943
Atwater 9651

Schedule of Activities for April 17 to May 29, 1943

April 17-24: Delivery of Bulletins to Block Leaders and study of instructions.
April 24-May 1: House to house calls to stimulate investment in Second War Loan, with delivery of leaflets.
April 24-May 1: Transmit data on Keeping Prices Down, and V-garden desk.
May 1-8: Salvage call week: emphasis on nylons, fats, and tin cans.
May 8-15: Transmit Heat Conservation information.
May 15-22: Make collection of silk and nylon. Complete other calls.
May 22-29: New assignments.

(SEE BELOW FOR DETAILS)

Thank you, Block Leaders. "What a grand job you and your Block Leaders of the Residential Division did in the War Fund Campaign," wrote George Beggs, Chairman, and Berkeley Snow, vice-chairman of the Red Cross War fund Drive. "We gave you a quota of \$33,000, fully expecting that you would exceed it. We were scarcely prepared, however, for the actual amount you did turn in, which was, on April 5, \$82,817.76 - or 270%. Mrs. Minott said you would swamp our cashiers and you certainly did! Please accept our hearty thanks and congratulations."

Suggestions to all Block Leader Personnel: Make a file of booklets, leaflets, etc. delivered to you, keeping all of those related to one subject together and in chronological order so that when questions arise you will have answers handy. Carry current leaflets with you when you make your house to house calls so you can refer to them in answering questions.

Tips for Block Leaders:

Don't ask personal questions.	Don't talk about politics or political leaders.
Don't gossip; respect confidences.	Don't talk about religion, race or color.
Don't snoop; don't argue or coerce.	Don't ask questions <u>you</u> wouldn't want to answer.
Don't give orders; ask co-operation.	Do be neighborly and sympathetic.
Do be cheerful and resourceful.	Do be a "leader".

Monthly Reports for all Block Leaders Personnel: At last! Reporting made easy. Before May 1st there will be delivered to all Block Leader personnel appropriate blanks for recording and reporting information relative to all activities. Block Leaders' report blanks are white; Precinct Chairmen's reports are blue; Area Chairmen's report blanks are salmon; and District Chairmen's report blanks are yellow; all corresponding in color to the appropriate cards in the office files. Full directions for making out and delivering all reports are found on the blanks themselves. Be sure you get your report to the proper person at the proper time. Let's make the Block Leader Service to be a two-way organization, with directions emanating from headquarters and reports and information coming back from each of you.

Communication with Block Leader Personnel: Headquarters asks your patient indulgence until it is possible to work out our communication and distribution problems. A plan is now being considered which would include the (a) distribution of material as it arrives at this office, (b) following distribution by direct calls by Telephone Corps (c) direct calls by a Telephone Corps when special or urgent assignments come up unexpectedly. Problems of communication and distribution have been complicated by the shortage of printed information, its lateness of arrival, and the overtaxed transportation facilities. It will take time to work out an efficient system, but with the help of each of you we can do it.

Magazines: In answer to numerous inquiries, there is little present demand for current magazines by service men or organizations. The only demand is reported by the Red Cross for old or new copies of the Reader's Digest, Esquire, Fortune and the New Yorker. Tell people to deliver them to the Camp and Hospital Service of the Red Cross, S. W. 15th and Alder Streets.

Consumer Radio Program for Discussion Groups: At 11:15 A.M. each Thursday. Here's a chance for neighborhood or block listening and discussion groups to meet over a cup of morning coffee. (Bring your own coffee.) A.P.O. Broadcasts in story form the questions and answers to consumer problems, illustrated by Mary's letters to her overseas husband.

Clarification: Block Mothers have been recognized by the Portland-Multnomah County Civilian Defense Council and will be organized by some as yet undesignated group to function in emergencies. They should not be confused with Block Leaders. However, if a Block Leader wishes to serve also as a Block Mother she may do so, provided the Block Mother work does not interfere with her assigned duties from Block Leader Headquarters.

Special Assignment to Precinct Chairmen: The War Services committee chairman on salvage has requested that you make a check with all butchers and meat dealers in your Precinct to determine if they know how and where to dispose of fats. Inform dealers that if a wholesale meat delivery driver calls upon him he may sell the accumulated fats to him. The following rendering companies will buy fats from butchers:

Swift & Company	UN 1656
Wm. Denley	UN 1221
Portland Rendering Company	MU 4261
Mt. Hood Soap Company	BR 0457

V-Home Campaign: Block Wardens will carry out the V-Home Campaign in Portland. They will perform the necessary inspections, make recommendations, and late in April will award the V-Home stickers. Block Leaders have no responsibility in the V-Home campaign other than to cooperate if and when requested to do so by the Block Warden. Unless you are specially asked to assist in some way, please do nothing other than to assure any household you visit in the performance of your assigned duties that Block Leaders and Block Wardens are friendly partners, not rivals in this war on the home front.

DETAILS OF SCHEDULE APRIL 17--MAY 29

April 17-24: Delivery of this Bulletin and the pamphlet, How to Keep Wartime Prices Down, to all Block Leader personnel. If it is available the pamphlet How to Keep Warm and Save Fuel in Wartime will also be delivered. Both are for Block Leaders' information and not for house-to-house delivery. The information they contain, however, should be transmitted to each house. If they arrive, pamphlets on the Second War Loan drive will also be delivered to Block Leaders in quantities for house to house delivery. If they do not arrive this week, they will be delivered as soon as possible.

April 24-May 1: House to house calls delivering pamphlets on the Second War Loan. No soliciting or selling in this job, just information. Thirteen billion dollars is the national quota; one hundred million is Oregon's share, to raise over and above all other War Bonds, payroll deductions, etc. This means an average of one \$100 bond for each man, woman, and child in Oregon. Block Leaders will see to it that every household receives the pamphlet on the Second War Loan to which April has been dedicated. Do not leave this pamphlet in mail boxes or upon porches. It is to be delivered by a personal and friendly call.

April 24-May 1: When you make your War Loan calls try to tell each householder how she can Help Keep Wartime Prices Down. Better carry the pamphlet so you can give accurate information.

April 24-May 1: Be sure to inform all householders that information on gardening is available at the Victory Garden Information Desk, ATwater 9651, 1101 S. W. Fifth Avenue, at the Civilian Defense Center. A garden expert is on duty each day from nine to five except Saturday when she is on duty from nine to twelve to answer all questions relative to gardening.

May 1 -- 8: Salvage call week. Renew your campaign for silk and nylon hosiery, for fat conservation and tin salvage. Ask householders to seek out every discarded pair of silk and nylons for your later collection. Should you collect a very large amount and do not know how to dispose of it, phone Mr. Weinbaum at the Chamber of Commerce, who will arrange collection. Do this only, however, for very large amounts. Knotting the foot of a stocking, turning it inside out and stuffing it with other hose is a handy way to carry them.

Want to fire a 50-pound cannon at a Jap plane? Then save 31 tablespoonfuls of kitchen fat and fire ten rounds. Yes, that's all it requires to dispose of an enemy plane -- 31 tablespoonfuls or one pound. Explain to householders that the rationing of meat makes every spoonful of fat just that much more important to the war effort.

Tell women that three tin cans can furnish metal for one hand grenade. Let's not waste one tin can. It might be the one to save a life. Did you work out a can collection depot on your Block as was suggested last month? Have you tried to line up the youth groups in your Block to act as messengers, carriers, or collectors? Have you encouraged the children in your Block to register at the Civilian Defense Volunteer Office? Are they members of the Victory Corps? Give them a chance in your Block.

Non-ferrous metals, ---bronze, copper and brass may now be salvaged. Advise householders to deposit all such objects at their nearest fire station.

May 8 -- 15: Transmit to householders in your Block information on Heat Conservation. Carry with you the pamphlet sent you so that you will be able to answer questions. Try to interest householders in preparing their homes now for next winter's fuel conservation. Should these pamphlets fail to arrive in time for inclusion with this Bulletin, they will be delivered to Block Leaders as soon as possible.

May 8 -- 15: If you have not informed your Block on previous calls, combine the Heat Conservation messages with information on magazines wanted by the Red Cross Camp and Hospital Service. Remind people to listen to the Sunday radio program on KXL at 2:30 P.M., which is devoted to local civilian defense. During this week, if you have not already done so, pick up silk and nylon hose which you previously requested be saved, and check up tactfully on fat and tin salvage.

May 8 -- 15: All personnel will be busy with reports and delivery of them as per instructions upon the report blanks.

May 15 - 22: Hold open for new assignments which will probably be ready by this time. New assignments proposed for the last of May include a Blood Donor campaign and distribution of material for the State Board of Health.

IMPORTANT NOTICE

By the time this Bulletin reaches Block Leader Personnel there will have begun, under the sponsorship of the War Manpower Commission and the United States Employment Service a selective or trial survey of unemployed women without small children in one or two Precincts in each District. If this trial survey works out as it is

anticipated it will, the survey will be made on a city-wide basis. If and when the city-wide survey is made, you will be notified and fully informed upon the program just as you were in the case of the Red Cross War Fund Drive. Material will be prepared for your use and full instructions given you. Until you are notified, instructed and are in possession of the work kit prepared for you, please do nothing about this survey. The purpose of the trial or selective survey is to determine if women without small children are available for employment or training in War Industries or if family groups are available for agricultural work.

NEWSPAPER AND RADIO

Remember the Portland-Multnomah County Civilian Defense radio program on KXL each Sunday afternoon at 2:30 P.M. This is your program. Send in your stories on your monthly report, or phone them to Headquarters. All news and official announcements are broadcast on this program.

Clare Hays continues to broadcast our messages from KOIN at 10:15 P.M. and KALE at 3:15 P.M. Form the habit of listening for official announcements on her programs.

Block Leaders continue to be guests from time to time on Your Mayor Speaks program broadcast from KEX each Monday night at 8:45 P.M.

Editors and feature writers continue their friendly cooperation, printing numerous personal and general stories and pictures. Let us resolve to be as fine a service organization as we are portrayed in the press and over the radio.

YOUR BLOCK LEADER SERVICE

The Block Leader Service is you, -- you housewives and mothers and clerks, war-workers, all of you pounding pavements and ringing doorbells, smiling when you're tired, neighborly and cooperative even when the door swings shut against your war message. We at Headquarters are proud to belong to you and we know that our men overseas are proud of you. In fact, we recently had a message from one man overseas, a former Portland resident who, upon hearing of the Block Leader Service, wrote, "When we men over here learn that you women at home are doing such a grand job it makes us resolve to work just that much harder, -- to get this mess cleaned up in a hurry so we can get back home again."

We at Headquarters will do our best to get the war messages to each of you, but if we do not know you are working with us, you may miss out on some important bit of information. We have reason to believe that only about fifty per cent of our Block Leaders are actually recorded in our files. If you are not registered with the Civilian Defense Volunteer Office and recorded in Block Leader files, we miss you, - and you will miss our bulletins. Accordingly, all Precinct, Area, and District Chairmen are once again urged to forward their lists to Headquarters. Let's make the Block Leader Service, a service that serves us as well as our neighbors.

--*-*-*-*-*-*-*