

Club Officers Orientation

Each district is required to conduct a club officers' orientation. You, as the district governor, should delegate the task to the district leadership development chairperson. Other experienced Lions in the district may be asked to assist with this program. The Leadership Division provides a suggested curriculum and the materials for this program.

The district leadership chairperson may want to follow these suggestions in preparing for the training:

1. Determine the objectives of the program in consultation with other district officers. A review of feedback from the previous year's program may be helpful.

2. Determine the date and location of the club officers' orientation and make the appropriate facility arrangements.

3. Identify those individuals who will assist with the program and their responsibilities. Be certain everyone understands what is expected of him or her.

4. Prepare an agenda for the program. Share and discuss the agenda with those assisting with the program.

5. Incorporate the club officers' orientation materials received from the Leadership Division with any existing materials to develop the content of the program. Check the Leadership Resource Center on the LCI Web site for additional materials and resources to enhance your program. Share the materials with those who will be presenting the topics at the orientation program.

6. Encourage club officers to attend this orientation program. Promote the program at district, region and zone meetings. Notify clubs in the district directly about the program providing them with the date, location, etc.

7. Prepare, distribute and summarize the program evaluations.

Some districts conduct more than one officers' orientation session. Others conduct this training at the region and zone levels.

Orientation of district officers and committee chairpersons may be conducted at the same time or separately. The same steps for preparation apply.