

Lions Club Leadership Manual

Twelve Effective Methods of Developing Leaders

1. New Member Induction Ceremony

Leadership development should start with an educational New Member Induction Ceremony. The ceremony should explain, at a minimum, the history, mission, emblem and motto of Lions Clubs International. New members should be presented with their pin and new member package at the conclusion of this ceremony.

2. New Member Orientation

Leadership development should then continue with an educational New Member Orientation. This should be given by the club membership chair or the new member's sponsor prior to the next club meeting. Orientation should cover Lions Club International, Lions Club International Foundation, International Convention, USA/Canada Forum, State Council, State Convention, Tennessee Lions Learning Retreat, District Cabinet, District Convention, District Information Forum, Zone Meetings, White Cane Days and Day with the Lions. It should also explain club operations including vision services projects, community service projects, fundraising projects, other projects, social activities and club traditions. The new member should be encouraged to become involved in several projects.

3. Club Officers Training

Our district conducts Club Officers Training sessions prior to the beginning of each program year. This normally takes place in April and May. Plans are being made to have sessions conducted in each region in the future. All incoming club officers and those with an interest in becoming a club officer should be encouraged to participate in club officer training. We have implemented a Mentoring Program for club officers. Individuals with extensive experience in different officer positions are available via the phone to provide advice to club officers. See details in 2013/2014 District Directory. Zone Chair and Region Chair Training will be conducted at the District Cabinet Organizational Meeting in July. All region and zone chairs should attend this training.

4. District Information Forum

Our District Information Forum is held in November. A variety of topics will be covered in short seminar presentations. Topics may include leadership development, membership growth, vision service projects, community service projects, fundraising activities, and/or club social events. Every club is encouraged to send representatives to this forum. Potential club leaders, especially, should attend.

5. District Convention

Our District Convention is held in February. This is a great opportunity for members to observe a State Council Meeting, District Cabinet Meeting, and Charities Board Meeting and to meet other Lions from the district. Attendees will also be able to attend informational seminars and to hear a presentation from an International Director. Every club is encouraged to send representatives to this convention. Potential club leaders, especially, should attend.

6. Tennessee Lions Learning Retreat

The Tennessee Lions Learning Retreat is held in January at the Coffee County Convention Center in Manchester, Tennessee. A great variety of seminar presentations are provided by well-qualified instructors during this four-day special event. Every club is encouraged to send representatives to this retreat. Potential club leaders, especially, should attend.

7. Tennessee Lions State Convention

The Tennessee Lions State Convention is held in April or May each year. This is a great opportunity to observe a State Council Meeting, District Cabinet Meeting and Charities Board Meeting and to meet other Lions from across the state. Attendees will also be able to attend a variety of seminars and to hear a presentation from an International Director. Every club is encouraged to send several representatives to this convention. Potential club leaders, especially, should attend.

8. Lions Leadership Institutes

Lions Leadership Institutes provide an opportunity for Lions to develop their leadership skills in an interactive, four-day setting. Faculty consists of experienced instructors who have been recommended by Global Leadership Team Area Leaders and approved by the International President. The Emerging Lions Leadership Institute (ELLI) focuses on building the skills of members for leadership opportunities at the club level. The Advanced Lions Leadership Institute (ALLI) focuses on developing skills of club leaders to prepare them for leadership responsibilities at the zone, region, district and state levels. The Faculty Development Institute (FDI) focuses on developing the presentation skills of instructors. Regional Lions Leadership Institute (RLLI) is a grant program allowing states to apply for funding to support leadership training in their area. Lions Clubs International will pay for each participant's meals and lodging during the actual days of an institute. Interested members should contact the District Global Leadership Team for information about these institutes.

9. USA/Canada Forum

The USA/Canada Forum is held every year in September. This is a great opportunity to hear entertaining, motivational and educational speakers and to meet other Lions from the United States and Canada. It is also an opportunity to hear a presentation from the Lions Clubs International President. More than 70 seminars on a variety of topics are offered during this three-day special event. Clubs are strongly encouraged to send representatives to this forum as often as possible. The First Vice-District Governor should attend this forum.

10. International Convention

The Lions Clubs International Convention is held every year in late June or early July. Prior to the convention, the District Governors-Elect Seminar is conducted. This convention provides an opportunity to meet Lions from around the world, to meet all International Directors and to hear from the new International President. Well-known speakers and entertainers are always on the program. A variety of seminars are offered during the convention. Club and district leaders are encouraged to attend this convention. The District Governor-Elect must attend this Convention.

11. Leadership Resource Center

The Leadership Resource Center, accessible via the association's Web Site, www.lionsclubs.org, provides five types of leadership development information:

Global Leadership Team – Information about the Global Leadership Team operations at the district, state and international level is available.

Lions Learning Center – This is an electronic-learning program which enables Lions to take advantage of the benefits of on-line training: widespread, twenty-four hour access, self-paced and self-driven learning. Information is presented in an interactive and informative format for a variety of courses. You can get a college degree in Lionism.

Training Materials/Resources – Various training curricula packages including instructor guides, participant materials, supporting slides with speaking notes and handouts are available.

Development Programs – Information is available related to leadership development programs including Lions Leadership Institutes, Leadership Webinars, District Governors-Elect Seminars and Regional Leadership Development Programs.

Leadership Communications – Includes the Quarterly Leader Network Newsletter, audio podcasts and leadership success stories shared by Lions.

All Lions should visit and become familiar with the Leadership Resource Center.

12. Succession Planning

Current leaders at the club, district and state level should prepare for an eventual change in leadership. They should be mentoring potential leaders. Persons in charge of vision service projects, community service projects, fundraising projects and even social events at the club level should always have an official or unofficial assistant to help them and to be learning what must be accomplished. Leaders should keep good records and copies of all documents produced related to these projects and events to pass on to a successor. Club, district and state officers should also mentor a successor and pass on all records and documents related to their position.