

Position**Leadership Training and Strategic Planning Chair**

Appointment	Appointed by the Governor Elect with approval of the District Board of Directors.
Term of Office	Two Years.
Role	<ul style="list-style-type: none">- <i>To act as Chair of the Leadership Programme Chair (including Nominations Chair and BRR Chair).</i>- <i>To liaise with the International Leadership & Training Chair</i>- <i>To liaise with the International Strategic Planning Committee Chair and submit reports as required.</i>- <i>To liaise with the Governor, District Programme Co-ordinator in planning ways to achieve the District Goals for the biennium.</i>- <i>To regularly communicate with all Club Presidents and offer any assistance with Leadership issues and reviewing of Club Strategic Plan.</i>- <i>To work with District Board Members to build the strength of under charter clubs by encouraging a mentoring culture within clubs to ensure the smooth supply and transition of leaders at both club and district level.</i> <p><i>For other responsibilities see below</i></p>
Policies and By-laws etc.	<ul style="list-style-type: none">- <i>Be familiar with all District Policies and Procedures</i>- <i>Be familiar with the International Strategic Plan, the District Strategic Plan and biennium goals.</i>
Conference	<ul style="list-style-type: none">- <i>To attend the annual District Conference – if able</i>- <i>To attend pre conference Chairs meeting at the request of the Governor (usually occurs Friday morning)</i>- <i>To present/assist with a Conference Workshop if requested by Programme Co-ordinator.</i>- <i>To assist the Governor Elect with President Elect Training held prior to Conference.</i>
IFF Days	<ul style="list-style-type: none">- <i>If able - to present/ assist with a workshop at your area IFF Day at the request of the District Board member assigned to your area.</i>
Communication with Clubs	<ul style="list-style-type: none">- <i>Keep up regular communication with the Club President's, and answer any queries they may have re their Strategic Plan or Training/Leadership issues.</i>- <i>Supply Clubs with any relevant training material they may request.</i>
DSB	<ul style="list-style-type: none">- <i>Submit regular articles to the DSB by due date.</i>
Reports	<ul style="list-style-type: none">- <i>Submit a six monthly report prior to the Mid Year Board Meeting and a annual report to be included in the District Conference Programme. Due date will be advised by the District Programme co-ordinator.</i>
District Awards	<ul style="list-style-type: none">- <i>You may be asked at the request of the Governor to select judges for a District Award.</i>

Records	<ul style="list-style-type: none"> - Maintain a record of all pertinent material to this position during the term of office, to act as a guide to a successor, or for inclusion in the archives
Expenses	<ul style="list-style-type: none"> - Claim any expenses as allowed under District Policies.
Leadership & Training Goals for 2017/19	<ul style="list-style-type: none"> - <i>At least 50% of the membership to attend District Conference or IFF Day's during the biennium</i> - At least 75% of clubs have reviewed their Strategic Plan each year of biennium - At least 50% of clubs have a mentoring process for leadership roles. - At least 75% of Presidents attend the President Elect Training