



District Governor Roles, Responsibilities and Tools for District Convention

The district governor is the **official presiding officer** of the district convention. With the support of the convention team, the district strives to provide an event that motivates and inspires individual Lion members to excel both personally and within their clubs as leaders, as well as become more involved in the organization serving their communities and to seek the highest level of leadership to which they aspire.

Following is helpful information as you work to plan your district convention in your role as district governor.

POLICY:

- Issue an official call to all clubs for the annual convention not less than 60 days prior to the date fixed for holding the same. This official call should include the place, day and hour.
- Selects/elects the convention chairperson and works to build the convention team.
- Establishes chairpersons/committees for resolutions, credentials and elections.
- Ensure that all business proceedings for the election of district offices are completed per the provisions of the international, multiple and district constitution and by-laws. Also works with the nominations chairperson to coordinate nominations.
- Arrange the order of business and daily sessions for the district convention.

PREPERATION & COLLABORATION:

- Works with the convention team to:
 - Provide a relevant event that meets the needs of the Lions in the district
 - Reach the goals set for the event
 - Develop the budget
- Collaborates with the host committee to secure the LCI international guest speaker and to host and escort any featured international officers and companions.
 - Speaker/presenter information sheet: Send the attached sheet to the speaker in preparation for their presentation.
- Meets with the convention team planning progress, challenges and final decisions.
- Actively promote the convention continuously through multiple communication channels (i.e. local media, district/multiple district newsletters, social media, etc.)
- Works with the host committee chairperson and marketing chairperson to identify sponsorship opportunities to support the convention.