



GLT SINGLE DISTRICT COORDINATOR APPLICATION PACKET

Lions who meet the qualifications listed below for GLT Single District Coordinator should be considered for this position. Once a candidate has been identified, he/she should then be presented with the application, to be completed and returned as soon as possible. The District Governor Team, along with the GLT Area Leader and present and past district leaders should be knowledgeable about the qualifications and expectations of this position in order to effectively collaborate to identify qualified candidates.

QUALIFICATIONS

The GLT Single District Coordinator candidate must possess the abilities and skills to identify, expand and present leadership development programs that meet the needs of their single or sub district. Additional qualifications include:

1. In-depth knowledge of LCI and district, needs of clubs
2. Ability to mentor future leaders and to identify leaders
3. Extensive knowledge of leadership programs and field positions (Zone Chairperson, Certified Guiding Lions, etc)
4. Ability to effectively deliver training and education
5. Ideally a recent graduate or faculty member from LCI Lions Leadership Institute (Senior or Faculty Development) with a positive evaluation
6. Ability to commit to a three-year term as GLT Single District Coordinator, accepting no other position(s) within the association that would potentially conflict with the time and energy necessary to carry out the duties and responsibilities of this position
7. Ability to travel within the district
8. Ability to collaborate with GMT counterpart to address district needs



GLT SINGLE DISTRICT COORDINATOR APPLICATION

(Appointment for a GLT Single District Coordinator is a three-year term)

TO SERVE: JULY 1, ____ THRU JUNE 30, ____
(Please type or print all information)

District # _____

Candidate Name _____

Membership # _____

Address _____

Residence Telephone _____

City _____

Residence Fax _____

State/Province _____

Residence E-Mail _____

Zip/Postal Code _____

Business Telephone _____

Country _____

Business Fax _____

Occupation _____

Business E-Mail _____

(Please include country and city codes before each telephone number)

Club Name _____

Club Number _____

Current Lion Title _____

of Years as a Lion _____

Please state any volunteer or professional experience that would qualify you for this position

- ✓ **Check Lion Positions Held:**
- International Director
 - Council Chairperson
 - District Governor
 - Multiple District Chairperson:
 - Membership
 - Extension
 - Retention
 - Leadership Development
 - District Chairperson:
 - Membership
 - Extension
 - Retention
 - Leadership Development
 - Region Chairperson
 - Zone Chairperson
 - Club Chairperson:
 - Membership
 - Extension
 - Retention
 - Leadership Development
 - Other (specify) _____

Are you available to travel throughout the district to conduct leadership development programs? Yes____ No____

Please state situations or conditions that might limit the time or energy of your services.



MAJOR RESPONSIBILITIES OF A GLT SINGLE DISTRICT COORDINATOR

Please carefully review the following major responsibilities and sign the commitment statement below.

Job Description

I. Goal Setting

- a. Establish district leadership development goals and implement an action plan incorporating the goals and objectives of the GLT. Communicate goals and plans to the GLT Area Leader and Leadership Administration Department at LCI
- b. Promote district leadership plan that includes recognition for district and individual Lions who make significant contributions to leadership development program goals
- c. Motivate club leaders to establish goals and develop club programs that enhance leadership skills
- d. Present a budget to the district cabinet in order to fund a leadership development plan

II. Communication

- a. Communicate with GMT/GLT members at least once a month to ensure exchange of information and ideas, to share membership growth opportunities, to avoid duplication of efforts, and to develop plans that will enhance the overall impact of GMT/GLT efforts.
- b. Keep district updated on new leadership development programs and resources
- c. Publish leadership development initiatives in the district newsletter, on the district website, and in other publications
- d. Establish a monthly reporting system to foster open communication and monitor progress
- e. Submit a monthly report to the respective GLT Area Leader on the status of leadership development in the district
- f. Advise the GLT Area Leader and the Leadership Administration Department at LCI of leadership development needs, to support the district and clubs
- g. Identify and encourage potential new leaders and promote involvement of institute graduates in leadership responsibilities at the district and club levels

III. Training

- a. Facilitate the training of zone chairpersons, club officers and others, adapting LCI training materials to suit local needs; report results of training to the GLT Area Leader and to the Leadership Administration Department at LCI
- b. Assist district GMT coordinator in planning and conducting workshops and seminars
- c. Ensure member orientation opportunities are facilitated within clubs
- d. Ensure effectiveness of Certified Guiding Lions; implement Club Excellence Process as appropriate
- e. Share leadership development techniques, curriculum, motivation and support using the resources available from LCI
- f. Motivate district Lions members to develop and improve their leadership skills; promote use of Lions Mentoring Program
- g. Advise the GLT Area Leader and the Leadership Administration Department at LCI of any new and innovative training techniques that have been successful as a result of their leadership development efforts

I have read the above responsibilities of a GLT District Coordinator and agree to execute them to the best of my abilities.

Applicant (print name)

Applicant (signature)

Date

FOR DISTRICT USE ONLY

The District Governor Team has appointed the above candidate to serve as the GLT District Coordinator for the term **July 1, ____ thru June 30, ____.**

District Governor (Signature)

Date

First Vice District Governor (Signature)

Date

Second Vice District Governor (Signature)

Date

GLT Area Leader (Signature)

Date

Submit completed form to:

Lions Clubs International, Leadership Administration Department, 300 W. 22nd Street, Oak Brook, Illinois, 60523-8842 USA
FAX: 1-630-571-1682 or EMAIL: leadership@lionsclubs.org 2/11