



**Lions Clubs
International**



A JOINT NORDIC TRAINING CURRICULUM

PRESIDENTS TRAINING

ZONE CHAIRPERSONS TRAINING

2ND VICE DISTRICT GOVERNORS TRAINING

1ST VICE DISTRICT GOVERNORS TRAINING

Recommended time use

Topics

Prepared by The Nordic MD GLT group 2014-2017:

MD 109: Halldor Kristjansson 2017-2017, MD 104 : Hroar Thorsen 2014-16, MD 104: Rolf Nordgren 2016-2017, MD 106: Michael B. Hansen 2014-2017, MD 101: Anna Maria Bernstein 2014-2017, MD 107 Antti Forsell 2014-2017, D120: Märt Viilleberg, GLT Area Leader Hilde Straumsheim 2014-2017



NORDIC CURRICULUM

PRESIDENTS TRAINING

Recommended time use: 8 hours

	Topics	
1	Know Lions – Lions fundamentals The organisation, roles and responsibilities, ethics.	
2	Club President Job description, key areas and responsibilities, legal position	
3	Board work Actions, reports, goals and plans, strategy, budget. Development of the Lions Club: continuous improvement.	
4	Club leadership Organizing and leading a club meeting. Lead the change. Coordination, conflict resolution.	
5	Membership development Motivation, club analysis, retention, new members, different membership, interesting and fun, club events, Lions “spirit”, club values, training, member satisfaction.	
6	Marketing and communication Social media: Facebook, YouTube, Twitter etc. Other media: Newspapers, TV, advertisements, pamphlets etc. Web sites: Local, district, national, international.	
7	Project and team management Plan execute, try new ways, discuss potentials, delegation.	
8	Fundraising Charity activities in club, zone, district, MD and international	
9	Support and resources District board, roles of the members in the district board, action plan/budget of the district, zone tasks, tasks of working groups.	
10	Public speaking Prepare a speech 3-5 minutes	



NORDIC CURRICULUM

ZONE CHAIRPERSON TRAINING

Recommended time use :

RLLI: One weekend, MD

4 modules, LCI: One weekend, MD

Topics:

RLLI

<p>Opening session Local issues and opportunities Public speaking Mission statement Lions Fundamentals Diversity</p>	<p>Goal settings Time management Working in teams Member motivation Local Issues & opportunities Closing/evaluation</p>
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LCI

Module 1	<p>ROLES AND RESPONSIBILITIES OVERVIEW</p> <ul style="list-style-type: none"> • Information about the district governor team • Responsibilities: 1st VDG and 2nd VDG • The specific responsibilities of 2nd VDG • The relationship between the DG team and D-GMT D-GLT • A listing of resources for further learning/development
Module 2	<p>ZONE CHAIRPERSON AS THE ADMINISTRATIVE OFFICER IN THE ZONE</p> <ul style="list-style-type: none"> * Healthy club * Tools to determine the health of clubs * Training and support – resources



Module 3	<p>ZONE CHAIRPERSON AND THE DISTRICT GOVERNORS ADVISORY COMMITTEE</p> <ul style="list-style-type: none"> * The objectives of the DG’s Advisory Committee * Advisory Committee meetings * Planning effective meetings * Recourses
Module 4	<p>ZONE CHAIRPERSON AS MEMBER OF THE DISTRICT CABINET</p> <ul style="list-style-type: none"> * Role and obligations * Working with the district Leadership Team * Representing the Zone * Resources

RECOMMENDED TOPICS FOR MD TRAINING

How to make realistic S.M.A.R.T plans and obtainable goals
The local, national and international organisation of LCI
Role and obligations
Club visits: Advising, informing and supporting
LCI and MD/D reporting
Chairing Advisory Committee
Public speaking
Communication
Encouragement and recognition
LCI and MD web-sites
The Zone Chairperson Manual
International priorities and programs
The role in the District cabinet
Membership growth
Training opportunities



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SECOND VICE DISTRICT GOVERNOR TRAINING

Recommended time use :

MD training	Two weekends MD training
Online course	Between 1st and 2nd gathering
RLLI	If not done as ZC
ALLI	When and if available seats

Topics:

1st MD weekend (Parallel to CC meeting)

Planning with the DG team. How to make an action plan and realistic goal setting.
On board CC-meeting
MD Organisation
Communication
Presentation techniques
Join the CC meeting
“Housekeeping”: drop-box, mail system, skype addresses, phone, YouTube and webinars.

LCI online training module for VDG2

Workbook to be presented to faculty on 2nd weekend

Introduction about District Governor’s Team
Overview: Responsibilities of the DG and the VDG1
Description of the specific responsibilities of the VDG2
The relationship between the DG team and the GMT-D and the GLT-D
Listing of Resources for further development

LCI Online training: Certified guiding Lions.

Assessment on beforehand of 2nd weekend. Presented to faculty on 2nd weekend



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2nd MD weekend (Parallel to CC meeting)

Responsibilities as key DG team liaison to GLT
District Constitution and BY-laws
LCI Board policy Manual
District Governoe Team manual
LCIF. Work with LCIF coordinator
IT. Work with IT committee to promote use of LCI web site and internet
How to work with district committees.
www.Lions100.org 2016 and 2017
Join the CC meeting
Go through home assessments from online training.

Evt: RLLI. Regional Lions Leadership Institute

Opening session Local issues and opportunities Public speaking Mission statement Lions Fundamentals Diversity	Goal settings Time management Working in teams Memmber motivation Local Issues & opportunities Closing/evaluation
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<http://members.lionsclubs.org/EN/resources/leadership-resource-center/development-programs/regional-leadership-institutes.php>

Evt: ALLI. Advanced Lions Leadership Institute

Opening session	Leadership fundamentals
Developing extraordinary teams	Promoting Lionism
Project management	Conflict resolution
Delegation	LCIF
Presentation preparation	Developing Lions leaders of tomorrow

<http://members.lionsclubs.org/EN/resources/leadership-resource-center/development-programs/advanced-leadership-institutes/index.php>



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NORDIC CURRICULUM

FIRST VICE DISTRICT GOVERNORS TRAINING

Recommended time use :

One weekend

Sit in CC meetings – minimum three

3 Fridays/3 Sundays training in connection to CC meetings

LCI Online training autumn (Group Leader)

One day LCI Area Training January/February (Area Leaders)

Three days Convention (Group Leader)

Topics:

RECOMMENDED TOPICS FOR MD TRAINING

LCI and MD applications, forms and reports
Prepare yourself for the role as DG
Effective listening
Meeting management
LCIF; activities and Grants
Protocol
MD Board work
Communication and conflict management
Meet the D-GMT/GLT coordinators: Planning for your year (autumn)
Rules and regulations (Main focus on MD)
Services from the MD Administration: IT, Economy, PR,
National priorities and programs: Lions Quest, Red Feather, Youth Exchange etc



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LCI ONLINE TRAINING AUTUMN

4 assignments, monitored by Group Leader

1: Selecting your team
2: Establishing GLT goals and action plans. <i>NB: Close cooperation with D-GLT / GMT!!!!</i> - Leadership goal statement and action plans - Action plan worksheet
3: Establishing GMT goals and action plans <i>NB: Close cooperation with D-GMT / GLT!!!!</i> - Membership goal planning worksheet - Action plan worksheet
4: LCI decision from year to year. 2015-16: Refining your skills

AREA TRAINING

Built on the results of LCI online training , monitored by Area Leaders

1: LCI decision from year to year
2: Establish S.M.A.R.T. goals and action plans related to GMT. Share ideas, challenges, best practises and successes with DGE colleagues
3: Establish S.M.A.R.T. goals and action plans related to GLT Share ideas, challenges, best practises and successes with DGE colleagues
4: LCI decision from year to year

CONVENTION

12 topics LCI decision from year to year
