

# DISTRICT CLUB STRENGTHENING COORDINATOR

*Helping clubs grow and thrive in the LaMissTenn District*

## PREFERRED EXPERIENCE

- Participating in successful club-level membership campaigns
- Maintaining sustainable and healthy clubs
- Comfortable using email, as well as calendar, spreadsheet, word-processing, presentation and project-management software
- Maintaining positive working relationships
- Enhancing others' skills and productivity
- Managing conflict

## PREFERRED ATTRIBUTES & SKILLS

- Positive and dedicated
- Committed to growing existing Kiwanis clubs in the District
- Member of a club that has maintained or increased its membership
- Effective team-builder, recruiter, and motivator
- Supportive and encouraging of other team members
- Diplomatic
- Firm, decisive and practical
- Organized
- Communicates effectively
- Educates others about Kiwanis
- Innovative problem-solver
- Exhibits sound judgment

## RESPONSIBILITIES

- Work closely with the District Membership Coordinator, the Regional Club Strengthening Coordinators, the Lieutenant Governors, and the Kiwanis International Area Director to identify sites, develop strategies and create a timetable for strengthening existing clubs
- Provide regular progress reports to the District Membership Coordinator and the Governor
- Participate in membership planning meetings at trainings and conventions
- Oversee the District club strengthening process, in collaboration with the Regional Club Strengthening Coordinators, Lieutenant Governors, and Kiwanis International Area Director
- Mentor Regional Club Strengthening Coordinators



## COMMITMENTS:

- Serve in this role for a minimum of two years
- Travel to existing clubs throughout the LaMissTenn District (at least 2 per year)
- Facilitate and coordinate club strengthening education

*This is a voluntary position. We appreciate your dedication to Kiwanis and your community. Thank you.*



**Kiwanis**

LOUISIANA-MISSISSIPPI-WEST TENNESSEE DISTRICT