



**Kiwaniis**<sup>®</sup>  
International



**Club  
Leadership  
Education**



**Prior proper  
planning prevents  
poor performance**

# Introductions



# Kiwanis 101

## Test your Kiwanis knowledge

1. In what year was Kiwanis founded?
2. What is the motto of Kiwanis?
3. What is a DCM?
4. When and where is this year's District Convention?
5. What is the site of next year's International Convention?



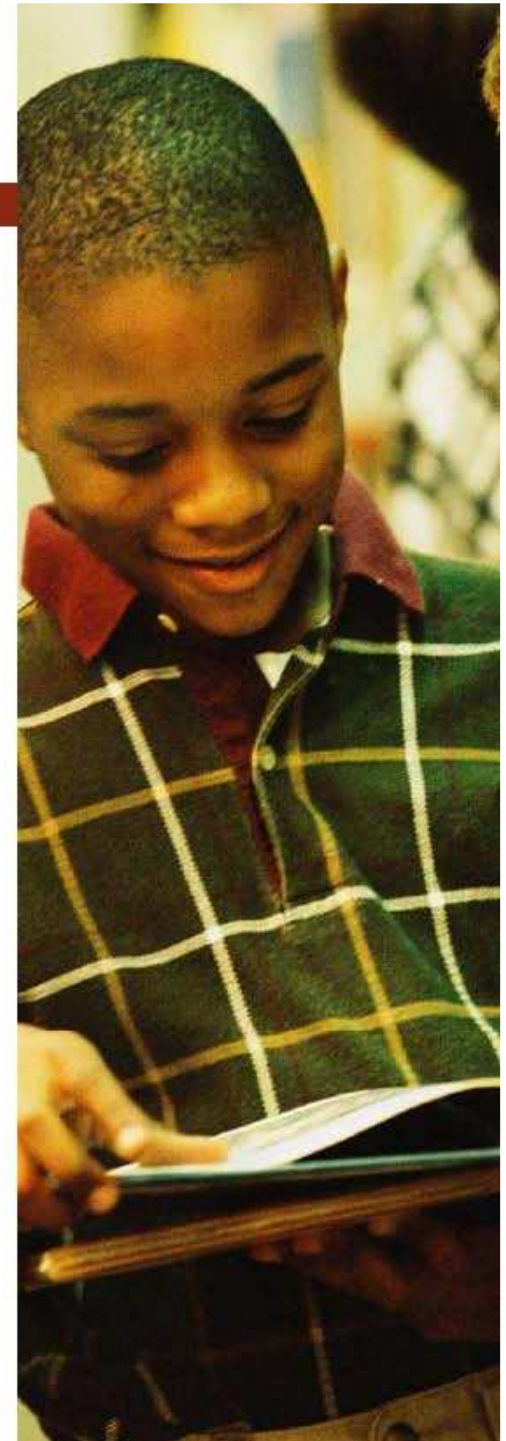


## Defining statement

- Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time.

# Objects

- To give primacy to the human and spiritual rather than to the material values of life.
- To encourage the daily living of the Golden Rule in all human relationships.
- To promote the adoption and the application of higher social, business, and professional standards.
- To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship.
- To provide, through Kiwanis clubs, a practical means to form enduring friendships, to render altruistic service, and to build better communities.
- To cooperate in creating and maintaining that sound public opinion and high idealism which make possible the increase of righteousness, justice, patriotism, and goodwill.





# Kiwanis<sup>®</sup> Club Leadership Education International

## The Kiwanis Family: Service Leadership Programs



KEY CLUB<sup>®</sup>



# Branded Service Programs



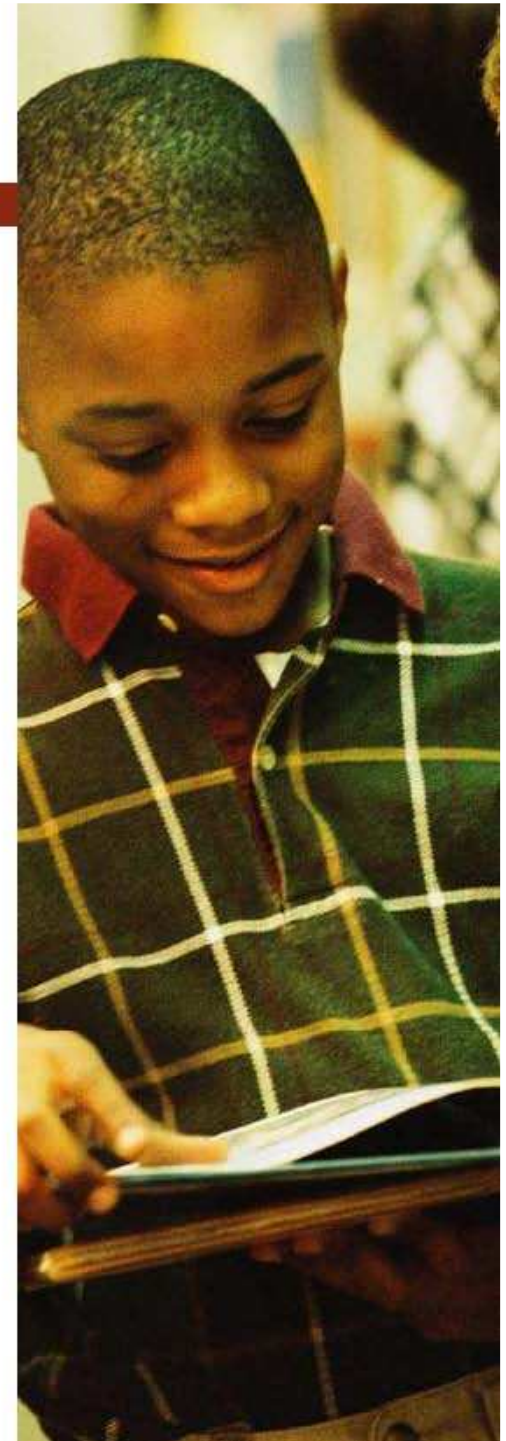
**Kiwanis**  
Read Around the World





## Kiwanis International Foundation

- Operates as a 501c3 fundraising arm of Kiwanis International
- Established in 1939
- Mission – “to assist Kiwanis International in serving the children of the world”
- The Kiwanis International Foundation provides worldwide grants, Kiwanis-family scholarships, and disaster relief as we serve the children of the world.
- Annual Club Gift



# ELIMINATE

Kiwanis eliminating maternal/neonatal tetanus



**Kiwanis**

| **unicef**



The Eliminate Project  
June 2010

# Babies and Mothers Are Dying But There Is a Solution



Highly preventable

3 doses of a 60-cent vaccine

Immunity passed on to  
baby for two months

**ELIMINATE**



**Kiwanis**

**unicef** 

# What Progress Has Been Made?



Success in 18 countries

Partners with a shared  
commitment & past successes

Governments of at-risk  
countries will do their part

Kiwanis is the final push

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**ELIMINATE**



**Kiwanis**

| **unicef** 

# What Does Elimination of MNT Mean?



Elimination vs. Eradication

Immunizations and clean birthing practices

**ELIMINATE**



**Kiwanis**

**unicef** 

# A Partnership to Change the World



Kiwanis's strength in  
reaching leaders and  
communities

UNICEF's global staff and  
unbeatable supply chain

Reaching those  
not served by anyone

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**ELIMINATE**



**Kiwanis**



## K-T District Foundation

- Provides scholarships to children and grandchildren of KY-TN Kiwanians
- Provides scholarships to Key Clubbers
- Supports hearing impaired projects
- Supported through
  - Club and individual donations
  - Osborn Fellowship/Bo's Buccaneer
  - Foundation sales and silent auction





# Lieutenant Governor Address



Break time





## Club Assessment

- What do you like best about your club?
- What do you like least about your club?
- What is your club's best project?
- What keeps you from inviting people to your club?

# Community Analysis: Doing what matters

- Ask: Discover community needs
- Analyze potential projects
- Examine current projects
- Eliminate & Prioritize
- Plan
- Reconnect



# Growth: Recruitment

## *Break-out*

- Who recruited you?
- How old were you when you joined?
- Why did you join?
- What was the “closer” for you?
- Have you recruited anyone?
  - If so, share your success.
  - If not, share your fears.





## Growth: Retention

- Have fun and meaningful meetings and projects
- Have something for everyone to do
- Communicate regularly with the members
- Encourage attendance at conferences & conventions
- Use club excellence tool
- Host new member orientations
- Acknowledge member's contributions

## Growth: New-Club Building

- Expands reach of Kiwanis to more communities
- An efficient method to add members/increase service
- Re-energizes sponsoring clubs
- Enhances visibility of Kiwanis in division
- Meets needs that existing clubs may not meet





**Kiwanis** International Club Leadership Education

# Nuts & Bolts: Bylaws

## Nuts & Bolts: Budgeting

- Budget – submitted by October 1st
- Each committee submits a preliminary budget
- Both administrative and service accounts should be included in the final budget
- Board of directors approves final budget by October 15th





## Administrative account

### Administrative accounts receive income from:

- Dues
- Membership fees
- Meals (if applicable)
- Assessments (as outlined in Article XVIII, Section 2, of the club bylaws)

### Administrative accounts cover the expenses for:

- International and district dues
- Conventions
- Magazine subscriptions
- Meals (if applicable)
- Club newsletters (if applicable)
- Club programming expense
- Liability insurance



## Service account

### Service accounts receive income from:

- Fundraising projects in which the public participates (maybe net of expenses)
- Fundraising projects in which only members participate but are designated by the board as a service fundraising project

### Service accounts cover expenses for:

- Club service activities
- Charitable, educational and religious activities of the club
- Expenses associated with sponsorship of a Kiwanis Service Leadership Program
- Liability Insurance





## Nuts & Bolts: Reports

- Monthly Report
- Elections Report
- Annual Report (automatically generated)
- New Member Adds & Drops
- 990 Tax Form



## Liability Insurance

- Covers clubs in the United States, Canada and the Caribbean
- Clubs pay per member for this coverage
- Covers third party liability for bodily injury or property damage
- Exclusions, limitations, and restrictions
- Funds to cover premiums can come from either the administrative or service account

# The Elevator Speech

- Show your passion for Kiwanis.
- Tell your Kiwanis story.
- Develop different versions.



# Lunch





# Leadership

“If you can’t energize others,  
you can’t be a leader.”

– Jack Welch  
former General Electric CEO

## Leaders understand the need for change

- An organization that is stuck in the old ways will fall apart and die.
- An organization that is content with the status quo is unresponsive to new opportunities.
- An organization that seeks change will grow and prosper, attracting new members, young and old alike.







## Kiwanis Leadership Challenges

- All volunteer teams
- Limited Authority
- One-year terms
- Competition for time
- Experts are everywhere

# Meeting the Challenge: Communication

- This is the way we've always done it
- I'm too old
- I'm too busy
- "I'll do it", then doesn't
- Someone else will do it
- Nobody asked me (PERSONALLY)





## Meeting the Challenge: Recognition

- Recognize...or else
  - Give it frequently
  - Give it via a variety of methods
  - Give it honestly
  - Give it to the person, not the work
  - Give it appropriately to the achievement

# De-Motivation Cycle

Excited

Confused

Angry

Subconscious Hope

Disillusioned

Uncooperative

Terminal De-motivation  
(Quit)





# **Kiwanis** International Club Leadership Education

Distinguished status:  
It's more than a banner patch....

It's a roadmap to **SUCCESS!**

## Other International Awards

- Ruby K (recruit 5 new Kiwanians)
- Key of Honor (annual recruitment)
- Legion of Honor (25+ years of Kiwanis membership)
- Life Membership
- Hixson (\$1000 gift to KIF)
- Tablet of Honor (\$2000 gift to KIF in your honor)
- Heritage Society (KIF designated in your will)





## District Awards & Contests

- Administrative Excellence
- Club Brochure
- Bulletin
- Scrapbook
- Website
- Interclub (Multiple awards)



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International



**Leadership Guide**



# Committee Assignments

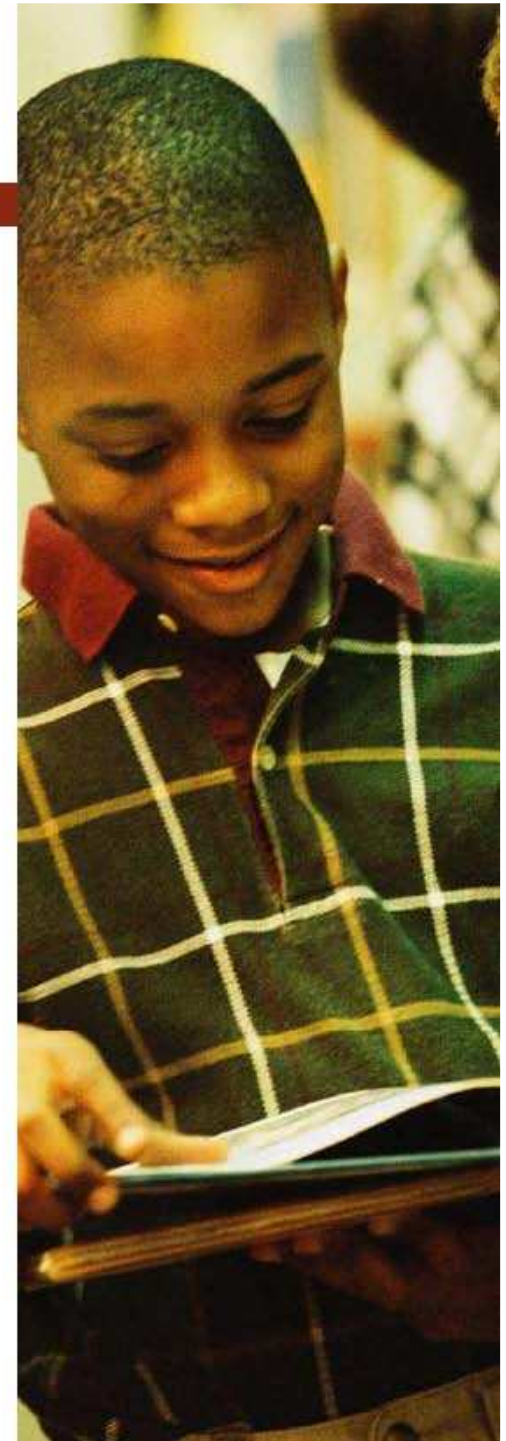
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- Select committee chairs carefully
- Characteristics: organized; knowledgeable and reliable with communication, motivation and teambuilding skills.
- Committees are where the work gets done.
- All members should be involved



# Leading the Meeting

- Keep it FUN and LIGHT
- ANTICIPATE problems
  - Cliques
  - Programs that don't show up
  - Problem people
  - Late arrivals/early departures
- Be prepared with an AGENDA every meeting (p. 56)



## Leading the Board Meeting

- Work from an AGENDA, p. 54
- Aim for consensus
- Work with a committee system
- Follow proper Rules of Order

*Note: for a project to be a club project, it must be approved by the board; likewise new members*



## How will I remember *all* of this?

- Leadership Guide
- Immediate past club president
- Lieutenant Governor
- District: [www.ktkiwanian.org](http://www.ktkiwanian.org)
- Kiwanis International 800-Kiwanis
- Attend conventions
- Master trainer: Jan Larson

jan@thelarsons.info

# MOST IMPORTANT RESOURCE

[www.kiwanisone.org](http://www.kiwanisone.org)



It's a juggling act



Thank you and have a great year  
in Kiwanis service.

