

CERTIFIED GUIDING
LION PROGRAM

Why is Training Needed?

- Understand Lions at local, district and international level
- Develop a club officer training plan
- Identify Lions and current programs that support the growth of the new club
- Acquaint even experienced Lions with the latest programs and materials available

The *Certified Guiding Lion* may be the single most important factor to the success of a new and existing clubs

Certified Guiding Lion Program Objectives

- Improve retention
- Improve orientation
- Assimilate new club members into Lions
- Improve relationship between sponsoring club new club as well as other clubs
- Extend support system for longer period of time
- Improve the knowledge of the Guiding Lion

Differences between a Guiding Lion and a Certified Guiding Lion

Guiding Lion

Experienced Lion

Appointed by the DG

One-Year Term

Certified Guiding Lion

Experienced Lion

Appointed by the DG

Two -Year Term

Complete the CGL Course for the knowledge critical to the development of the new club!

THE CERTIFICATION PROCESS

- Complete Course
- Meet with DG
- Send the completed
Program Review to LCI

LCI mails certificate to you

Receiving the Presidential Certified Guiding Lion Award

After receiving certification Certified Guiding Lion must complete a successful two-year term, which includes:

- Fulfill Two-year Term
- Submit Quarterly Reports
- Attend New Club Meetings
- New Club has a Net Growth
- New Club Conducts Service & Fundraising Activities
- New Club Participants in District Activities
- New Club Officers and Members Visit Other Clubs
- New Club Remains in Good Standing
- District Officers are Informed of the Club's Progress

Program Design

Section One:

Skills of a Successful Guiding Lion

Section Two:

Club Officer Training

Section Three:

Transition to Independence

Section One: Skills of a Successful Guiding Lion

EXERCISE 1

Page 2 Guiding Lion Program Review

What are the skills needed to be an effective Guiding Lion?

Which skills do you possess?

Which skills should you improve?

Section Two: Club Officer Training

Resource Material

Course Includes:

- Standard Form Constitution and Bylaws
- Club Officers Manual
- Orientation Guide
- Charter Night Planning Guide
- Club Membership Chairman's Manual
- Making it Happen - Guide to Project Development
- Community Needs Assessment
- Encourages Lion to use other materials available locally and on the web site

Course Guide

Program Review

Other Available Resource Material

- District
- Multiple District
- Lions Clubs International
- LCI Website

Club Officer Training Outline

*Pages 8 – 13 of the Certified Guiding
Lion Program Guide*

*A tool to providing critical
training*

GROUP EXERCISE ONE

EXERCISE 2

Page 3 Guiding Lion Program Review

ANSWERS: Page 3-14 Orientation Guide

Learning About Lions Clubs International

List three things your new club officers should know about Lions Clubs International

What should the club president know?

What should the club secretary know?

What should the club treasurer know?

What should the club membership chairman know?

EXERCISE 3

Page 4 Guiding Lion Program Review

ANSWERS: Pages 4 - 20 Standard Form Constitution & By-Laws

CONSTITUTION REVIEW

List three points in the Standard Form Lions Club Constitution and By-Laws your new club officers should know:

What should the club president know?

What should the club secretary know?

What should the club treasurer know?

What should the club membership chairman know?

EXERCISE 4

Page 5 Guiding Lion Program Review

ANSWERS: Pages 1-5 Charter Night Book

PLANNING CHARTER NIGHT

List five ways the sponsoring club can help the new club organize its Charter Night

EXERCISE 5
Page 6 Guiding Lion Program Review

ANSWERS:

Page 1 Membership Chairman Manual
Pages 10-12 Club Officers Manual
Pages 10-11 Guiding Lion Program
Pages 15-19 Orientation Guide

CLUB OFFICER ROLES AND RESPONSIBILITIES

What is each officer's most important role?

What is the president's most important role?

What is the secretary's most important role?

What is the treasurer's most important role?

What is the membership chairman's most important role?

EXERCISE 5
Page 6 Guiding Lion Program Review

ANSWERS:

Page 1 Membership Chairman Manual
Pages 10-12 Club Officers Manual
Pages 10-11 Guiding Lion Program
Pages 15-19 Orientation Guide

CLUB OFFICER ROLES AND RESPONSIBILITIES

What challenges will each officer need to overcome?

What is the president's biggest challenge?

What is the secretary's biggest challenge?

What is the treasurer's biggest challenge?

What is the membership chairman's biggest challenge?

EXERCISE 6

Page 7 Guiding Lion Program Review

ANSWERS:

Pages 1-4 & 20-21 Membership Chair Manual

Pages 19-22 Guiding Lion Program

CREATING A MEMBERSHIP RECRUITING PLAN

Describe successful ideas for recruiting new members.

EXERCISE 7

Page 8 Guiding Lion Program Review

**ANSWERS: Pages 1-3 Making it Happen –
Guide to Club Project Development**

MAKE IT HAPPEN

What are the five steps for project development listed in “Making it Happen?”

EXERCISE 8

Page 8 Guiding Lion Program Review

ANSWERS: Local knowledge

YOUR DISTRICT IN DEPTH

**What assistance can your district
provide to the new club?**

GROUP EXERCISE TWO

EXERCISE 9

Page 9 Guiding Lion Program Review

CLUB PRIORITIES AND ACTION PLAN

As a club officer of the new club,

- 1. Top priorities and goals?**
- 2. List the tasks needed and assign responsibility.**

EXERCISE 9

Page 9 Guiding Lion Program Review

CLUB PRIORITIES AND ACTION PLAN

- 3. How can the group get others involved?**
- 4. What obstacles or challenges will they face?**
- 5. How can they overcome these challenges?**

ON YOUR OWN

EXERCISE 10

Page 10 Guiding Lion Program Review

ANSWERS: Planning Your Term – CGL Program Guide

PLANNING YOUR TERM

Make a plan for your term, which should include:

- *Training Schedule*
- *Communication Plan*
- *Reporting Schedule*
- *Recognize achievements of officers and club members*
- *Determine short-term goals with action plans and timetables*
- *Set long-term goals with action plans and timetables*

Section Three: Transition to Independence

TOOLS TO HELP NEW CLUB BECOME SELF RELIANT

- ***Guiding Lion Checklist*** (page 15-16)
- ***Certified Guiding Lion Quarterly Report*** (Page 17)
- ***Certified Guiding Lion Final Report*** (Page 18)
- ***Recruiting Wheel*** (Page 19-22)

TOOLS TO HELP NEW CLUB BECOME SELF RELIANT

Guiding Lion Checklist (page 15-16)

Quarter-by-quarter plan to help organize training throughout the two year term.

TOOLS TO HELP NEW CLUB BECOME SELF RELIANT

Certified Guiding Lion Quarterly Report (Page 17)

- Track development
- Required for the Certified Guiding Lion Award

Certified Guiding Lion Final Report (Page 18)

- Submitted at the end of term

TOOLS TO HELP NEW CLUB BECOME SELF RELIANT

Recruiting Wheel (Page 19-22)

A tool to help the new club develop a prospective member list.

Recapping the Session

REMEMBER TO:

Meet with District Governor

Send signed *Program Review* to Lions Clubs International

LCI mails Certificate

***CERTIFIED GUIDING
LION PROGRAM***

A Course for Success

Thank You!