

Life After Completing Your Kiwanis Club Presidency

by
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Preamble

We compiled the information below while preparing a joint training presentation on "life after completing your Kiwanis Club presidency". We tried to compile comprehensive lists intended to describe the duties of a Lieutenant Governor and a District Trustee. We concede that the lists probably don't cover ALL duties, and they are always subject to some modification at the discretion of the sitting Capital District Governor.

We have tried to describe the positions as we experienced them. We hope we won't scare anyone away from stepping forward as an applicant for either position. Both of us have taken immense satisfaction from serving in these two positions.

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At End of Presidency

- 1) Advise the incoming president
- 2) Mentor the incoming president-elect
- 3) Serve on the club BOD
- 4) Serve as club membership chair
- 5) Serve on a district club support committee
- 6) Become (more) active with Service Leadership Programs (SLPs)
- 7) **Run for the office of Lieutenant Governor** (after completing one term as president)

Lieutenant Governor

- 1) Be elected as Lieutenant Governor Elect (18 months earlier)
- 2) Take office as Lieutenant Governor Elect (12 months earlier)
 - a) Plan Regional Midwinter Conference for your year in office as Lieutenant Governor (with your counterparts in other Divisions, with support from the District Meetings Committee & the District Trustee for your Region)
 - b) Attend Lieutenant Governor training (4 months earlier)
 - c) Attend the Kiwanis International Convention (in late June or early July)
 - d) Attend District Convention – installation (6 weeks earlier, in August)
 - e) Attend Division Council meetings
- 3) Take office as Lieutenant Governor (on October 1)
 - a) Conduct Mandatory Visitation Visits (after installation, before October 1 if feasible)
 - b) Attend K-Family Weekend (in September)
 - c) Install all club officers and directors in Division, to extent practicable
 - d) Conduct Mandatory Club Board Meeting Visits (after taking office)
 - e) Plan and Emcee the District Governor's Official Visit to your Division
 - f) Assist the Governor

- g) Represent the Governor in your Division
 - h) Plan and conduct periodic Division Council meetings
 - i) Mentor Clubs in your Division, (especially clubs not in good standing)
 - j) Coordinate with the Regional District Trustee
 - k) Coordinate with District Support Committees
 - l) Attend two Lieutenant Governor Council meetings with the District Board
 - m) Attend District Convention (in August)
 - n) Assist in identifying candidates for Lieutenant Governor Elect
 - o) Prepare your successor for transition to the position
- 4) **Run for the office of District Trustee** (after completing one term as Lt. Gov.)

District Trustee

- 1) Be elected as District Trustee Elect (6 months earlier)
 - a) Attend training for Trustees Elect
 - b) Attend District Convention
- 2) Take office as Trustee for a three-year term (on October 1)
 - a) Serve on the Capital District Board of Trustees
 - i) Participate in quarterly meetings of the Board of Trustees
 - ii) At quarterly meetings, review status of Lieutenant Governor reports, Club Monthly Reports, Club Dues payment, Membership, Club Election Reports and Committee Chair Quarterly Reports received
 - iii) Report on the status of any club in your Region with a membership of fewer than twenty (20)
 - iv) Review and vote on proposed changes to District Policy
 - v) Recommend approval or disapproval of proposed changes to District Bylaws
 - b) Counsel the region from which you were elected
 - c) Actively communicate and work with the Lieutenant Governors in your Region
 - d) Assist the Governor in identifying regional representatives for any vacant positions on District Club Support Committees
 - e) Serve as a voice for the Governor and the District in your Region
 - f) Trustee Portfolio assigned each year
 - i) Serve as overseer for two of the District Club Support Committees
 - ii) Serve as member of one of the District Board Support Committees
 - g) Actively participate in K-Family Weekend, Regional or District Midwinter Conference, and District Convention
 - h) Attend Kiwanis International Convention
 - i) Other duties as assigned by the District Governor