

President,
Vice-President/President Elect
Roundtable Discussion

April 29, 2017

NAR Spring Conference

Discussion Leaders:

Phyllis Matseur – District II Director

Diane Savidge – District IV Director

President

- Introduction
- Program
- Membership
- Club Admission
- Fund Raising
- Public Awareness
- Resources and Information

Introduction

- Ensures that the club supports Soroptimist International of the Americas' Mission
- Facilitates teamwork and employs the expertise and talent of all members
- Club presidents and **other Soroptimist leaders** have the opportunity to implement innovative programs and ideas that will contribute to the future growth and influence of the organization.
- Leadership experiences help members develop and enhance skills to be more effective in their personal, professional and volunteer lives.

Programs

- **Live Your Dream Awards:**

All clubs are expected to participate

- **Dream It Be It:**

All clubs are encouraged to participate

- Federation projects include:

Soroptimist STOP Trafficking

the Soroptimist Workplace Campaign to End Domestic Violence

- Local community projects:

Be sure to incorporate the SIA Mission and Strategic Plan

- To determine additional projects, the club president should ask the following questions:

Programs Continued:

- Does this program improve the lives of women and girls?
 - Does this program advance the goals of the SIA Strategic Plan?
 - Are club members enthusiastic about this program?
 - Is this program meeting the needs of women and girls in the community or the world?
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- Report club's successes:
 - NAR
 - Online at www.soroptimistinternatioanl.org, under the program focus report
 - Submit entries to the Soroptimist Celebrating Success!

Membership

- Recruit and Retain
 - Have projects that are fun
 - Remember that clubs must continually grow and change to ensure that members are able and willing to participate in meaningful work.
- Ensure success by:
 - Establishing short and long term membership growth plans
 - Monitoring and evaluating the progress of membership growth plans and communicating results
 - Offering orientation and mentoring of new members
 - Creating leadership opportunities within the club
 - Encouraging flexibility in terms of member's commitment of time, talent and resources
 - Recognizing and rewarding member's contributions
 - Empowering members by providing support needed to get the job done

Club Administration

- The President's administrative role is to ensure:
 - Members' awareness and familiarity with SIA's Strategic Plan, Vision and Mission
 - Consistency of local projects with SIA's Strategic Plan
 - Members' awareness and use of the SIA website for instant access to current federation news, information and resources
 - The club remains in good standing by paying dues on time. Clubs should try to maintain 12 or more members but NO club shall forfeit their charter for having 11 or less members unless they are not in good standing otherwise.
 - Disseminate information from the SIA Board of Directors and headquarters staff to members in a timely manner
 - Arrange for a club email address for delivery of important federation communications
 - Facilitate plans for leadership development and succession
 - Initiate periodic assessments of the club's structure, operations and projects.

Fundraising

Part of a club president's role is to ensure that club fundraisers call attention to what the club is doing to address the needs of women and girls and how donors' support helps to reach goals.

The club president's responsibility is to:

- Include donations to SIA as part of the club fundraising plan to help maintain and support SIA's programs (Club Giving and Founder's Pennies)
- Seek sponsorships/partnerships from local businesses that would benefit from a relationship with the club
- Promote public relations opportunities through special fundraising events
- Ensure quality projects that make a quantifiable difference in the community and that advance SIA's mission of improving the lives of women and girls.

Public Awareness

- President's responsibility is to:
 - Educate members about the concept of branding
 - Publicize in local newspapers and local media regarding mission-focused projects, events, partnerships with other organizations, success stories, and new officers
 - Use the Soroptimist Live Your Dream campaign, a fun and unique way to market the organization
 - Ensure the use of SIA's logo and tagline on all materials
 - And bring the women and girls who have been helped by SIA projects

END

Vice-President/President Elect

- Duties include:
 - Become thoroughly acquainted with the duties of the president
 - Preside in the absence of the President
 - Lead the program planning for meetings
 - Watch over committee activities
 - Talk to prospective members
 - Service
 - To the president
 - To other club officers
 - To the general membership