

## **GLOBAL EXTENSION TEAM (GET) MULTIPLE DISTRICT COORDINATOR**

### **PURPOSE:**

As the GET Multiple District Coordinator, your efforts directly impact the success of the MISSION 1.5 membership growth. You are a member of the multiple district Global Action Team and will work directly with the Multiple District Global Membership Team Coordinator to educate, challenge, and motivate the Lions of MD 14 to grow in service through club rebuilding and club extension.

The Global Extension Team Coordinator will work with district Global Extension Team Coordinators to help each District Governor to accomplish their goals pertaining to club extension.

### **GENERAL:**

1. The MD GET Coordinator shall have:
  - a. In-depth knowledge of LCI, multiple district and local needs of sub-districts.
  - b. Ability to identify and mentor future leaders.
  - c. Extensive knowledge of membership and extension programs and field positions, especially District Governor teams.
  - d. A passion about Lions, effectively promoting MISSION 1.5 and investing in the Association's future.
  - e. Ability to effectively deliver training and education and effectively use technology (E-mails, Microsoft Office, LCI Portal, LCI Website, social media, and Zoom).
  - f. Ability to commit to a one-year term as GET Coordinator, accepting no other position(s) within the association that would potentially conflict with the time and energy necessary to carry out duties and responsibilities of this position. May be reappointed.
  - g. Ability to travel within the multiple district.
  - h. Ability to participate in extension training and development opportunities sponsored by LCI.
  - i. Ability to effectively collaborate with the Global Action Team counterpart to address multiple district needs.

- j. An annual performance review conducted by the Council Chairperson, Vice Council Chairperson, and State Administrator as determined by the State Council Chairperson.

2. GET Team:

The Multiple District GET team shall consist of the Multiple District GET Coordinator, the State Council Chairperson, the GMT, and the three Multiple District Regional GET Coordinators.

3. The GET Coordinator Job Description/Responsibilities are as follows:

- a. The GET Coordinator shall work with the GMT Coordinator and the State Administrator in identifying seminars for the State Convention which shall be approved by the Council of Governors at the Second Council of Governors meeting.
- b. The GET Coordinator shall prepare a standardized written report on Extension for each of the Council of Governors meetings and the State Convention. These reports shall contain details about Extension in each district.
- c. The GET Coordinator shall prepare a complete budget. The budget shall include all training seminars at the multiple district level and regional seminars. The budget must be submitted to the Finance Committee prior to the date set by the Finance Committee chairperson for the next Lions' year.
- d. Communicate regularly with the other members of the multiple district Global Action Team on all matters related to club extension.
- e. Communicate regularly with the three regional multiple district Global Action Team Coordinators.
- f. Collaborate with the other GMT, GLT and GST multiple district coordinators and the global action team multiple district chairperson (council chairperson) to further initiatives focused on leadership development, membership growth, club development, and expanding humanitarian service.

- g. Develop and execute an annual multiple district new club extension plan in collaboration with the District Governors and MD GAT team.
  - h. Communicate regularly with the GET district coordinators to ensure they are aware of available membership programs and resources to build new clubs.
  - i. Monitor each district's progress towards extension goals. Offer motivation and support to each district to reach their goals of creating new clubs.
  - j. Encourage GET district coordinators to include diverse populations to participate in global action team initiatives.
  - k. Collaborate with the GMT multiple district coordinator to identify areas of opportunity for club extension.
  - l. Provide extension strategies to districts.
  - m. Motivate districts to form different club types, including club branches, specialty, Leo-Lion, campus, virtual, and traditional.
4. Goal Setting:
- a. Set extension development goals in collaboration with the District Governors and the Council Chair and implement an action plan incorporating the goals and objectives of the multiple district.
  - b. Develop and promote a multiple district extension development plan that includes recognition for district and individual Lions who make significant contributions to extension development program goals.
  - c. Motivate GET District Coordinators to set goals and develop district and club programs that improve extension skills.
  - d. Present a budget to the Multiple District Council to fund and support an extension plan.
5. Communications:
- a. Communicate goals and implement procedures to all GET District Coordinators.
  - b. Communicate with the Global Action Team MD Coordinator at least once a month to ensure exchange of information and ideas, to avoid

duplication of efforts, and develop plans that enhance the overall effectiveness of GMT/GLT/GST efforts.

- c. Keep the multiple district and districts updated on new extension development programs and resources.
  - d. Publish extension initiatives in The Pride magazine in the July/August/September edition, on the Multiple District web site and in other publications.
  - e. Establish a monthly reporting to foster open communications, monitor each district's progress, and provide monthly feedback to GET District Coordinators and members of the Multiple District Global Action Team.
  - f. Submit quarterly reports to the GET Area Leader on the status of extension development in the multiple district.
  - g. Advise the GET Area Leader of extension development needs to support the multiple district, sub-districts, and clubs.
  - h. Work with GET District Coordinators to identify clubs who may benefit from extension program resources and development.
6. Training:
- a. Collaborate with the Global Action Team in planning and conducting workshops and seminars.
  - b. Share extension development techniques, curriculum, motivation and support using resources available from LCI.
  - c. Motivate multiple district and district Lions members to develop and improve their extension skills.
  - d. Advise the GET Area Leader of any new and innovative training techniques that have been successful due to LCI's extension development efforts.

7. Training Schedule:

The GET Coordinator, in conjunction with the GMT, GLT, GST, Council Chair, and the regional Multiple District Global Action Team Coordinators, shall conduct a workshop to train the District Governors, First and Second Vice District Governors and Sub-District GET Coordinators each fall. The workshops shall be conducted in a central location. Additional items could include, but not be limited to, progress in the sub-districts, challenges the

sub-district GET encountered in the previous year, and any new materials received from LCI.

In the spring, the GET Coordinator, in conjunction with the GMT, GLT, GST, Council Chair, and the regional Multiple District Global Action Team Coordinators, will offer to conduct individual or joint sub-district workshops by invitation of the sub-district(s). Items could include, but not be limited to, a review of the year, an update of LCI's training, and goals and action plans for the next Lions year.

8. Interaction with Sub-Districts:

A District Governor may request the GET Coordinator present a program in their sub-district. The district shall be responsible for the GET's expenses for presenting the program in the district following the PA Lions General Reimbursement Policy.