

# PILOT INTERNATIONAL – 2018 PRESIDENT / PRESIDENT-ELECT TRAINING

## **TEAMWORK:**

- Teams take work, give and take, building relationships and respect for all!!
- We must remember we are all VOLUNTEERS!!
- Everyone has strengths and gifts they bring to the club, use them.
- Identify and utilize the club member's strengths and gifts for the good of Pilot.
- What are some of the gifts your club members bring?

## **THE MISSION OF PILOT INTERNATIONAL (updated 2016)**

**The mission of Pilot International is:** to influence positive change in communities throughout the world.

**To do this, we:** come together in friendship and give people an outlet for service.

## **We focus on:**

- Preparing youth and young adults for service
- Encouraging brain safety and health
- Supporting those who care for others

## **OPEN DOORS FOR SUCCESS IN YOUR CLUB:**

- “LEADERS DON'T CREATE FOLLOWERS, THEY CREATE MORE LEADERS”  
SAYS TOM PETERS
- As a top leader you can mentor others to become stronger, better leaders in the future.
- Who here has either had an official or an un-official mentor?
- What impact did they have upon you?

## **PILOT AMBASSADOR**

- To be an Ambassador for Pilot, you will need to know the Pilot story, give examples of what some Pilot clubs are doing throughout the world.
- Be willing to go and speak about Pilot with other groups with like interests.
- Be willing to promote Pilot whenever the opportunity arises.

## **EXPECTATIONS**

- Be a good role model.
- Be a team leader and team player.
- Represent your club at civic and community events...be known in your community as a Pilot Ambassador.
- Remember.....no one does a job alone!!
- Set goals for your upcoming year.
- Prepare agendas for both board and club meetings.
- Preside at executive board – meet as needed and club meetings – must meet a minimum of 6 times per year.
- Oversee the club officers, appointees and club members.
- Club secretary and treasurer may be combined in smaller clubs.
- Read and become familiar with the Pilot International ByLaws, club and district standing rules.
- Become familiar with Robert’s Rules of Order.
- Keep a current calendar & adhere to deadlines.
- DELEGATE, EDUCATE AND CELEBRATE!!!

## **COMMUNICATION**

- Communicate with club members and district
  - GROUP EMAILS
  - CLUB NEWSLETTER
  - TEXT
  - PHONE
- Keep members informed
  - GOVERNOR’S BULLETIN
  - CONSTANT CONTACT
- Network with other Pilot clubs and district
  - EMAIL
  - SHARE CLUB NEWSLETTERS
  - VISIT OTHER CLUBS

## **COLLABORATION & MENTORING**

- President-elect should work closely with the President.
- President-elect should support the President.

## **SECRETARY ACCOUNTABLE**

- Takes minutes at executive board and club meetings.
- Submits notification of change in membership to the District and Pilot International via PORTALBUZZ.
- Shares copies of minutes in a timely manner.
- Works closely with Treasurer in regard to membership and dues.

## **TREASURER ACCOUNTABLE**

- Prompt payment of bills – sign vouchers, **President will countersign all checks.**
- Timely payment of dues – send new member dues to District and Pilot International; coordinate membership with Secretary.
- Pay fees – Complete tax forms and payments as required; submit incorporation fees annually, as necessary.

## **GOALS & PLANS**

- Set goals for the club – identify the objectives and strategies to meet the goals.
- Identify plans of work for the clubs projects, fundraising, membership, leadership and Anchor.

**PLANS OF WORK – 5 DIVISION AREAS** (Not all clubs will have work plans for each of these areas. Some of our non-traditional clubs are not developing plans of work.

- Projects
- Fundraising
- Membership
- Leadership
- Anchor

## **MEETINGS**

- Club manuals are a guide. When developing the agenda for both executive and club meetings always ask:
  - WHY ARE YOU MEETING?
  - WHAT DO YOUR MEMBERS NEED TO GET OUT OF THIS MEETING?
  - WHAT DO YOU WANT TO ACCOMPLISH?
  - DO YOU NEED TO COVER JUST THE ESSENTIALS?
  - SHOULD YOU ADD SOME EXTRA OR TRADITIONAL ELEMENTS?

- HOW MUCH FLUFF DO YOU WANT, IF ANY?
- DETERMINE WHAT YOUR MEMBERS WANT FROM THE MEETING.

### **STRATEGIC PLAN 2016-2021:**

Strategic Direction Defined: (In January 2016, the Executive Committee and HQ Staff met for a Strategic Planning retreat. The Jinks Perspective led us through the exercise to develop a 5 year plan that would take us into our 100 year anniversary. Today, I will be giving you an overview of what the new 2016-2021 strategic plan encompasses.

- A constant but adaptable articulation or picture of the main ideas and actions behind an organization's brand and intention
- An agreement on how, at the highest level of essence, the organization intends to accomplish its mission and realize its vision.

### **STRATEGIC IMPERATIVES:**

- **CLUB ENGAGEMENT** – Create more intentional and effective interaction between clubs and Pilot International
- **CLUB EXPANSION** – Use the establishment of new clubs as a growth driver
- **VALUE & BENEFIT** – Create value that makes Pilot International the service organization of choice
- **EFFECTIVE BRANDING** – Create clarity, consistency, and relevance in both internal and external messaging.
- **REVENUE GENERATION** – Grow revenue through diverse and innovative channels.

### **2021 PILOT INTERNATIONAL 100 YEAR ANNIVERSARY**

**ANY QUESTIONS?**