



New Club Development Workshop Training FAQ's

1. Why should my district, multiple district or region have a New Club Development Training?

Having a New Club Development Consultant facilitate a workshop will help teach Lions successful key strategies for forming new clubs. It can enhance the recruiting techniques of Lions in existing clubs; broaden the knowledge of Lions about membership growth programs all at no expense to the district.

2. Who can submit a request for a New Club Development Training?

Requests can be submitted by the Area Leader, District Governor, or any multiple district/district Global Membership Team Coordinator (GET, GMT, GLT, GST) by completing a request form.

3. How will I know when the training is approved?

Once the Membership Division staff reviews and approves the training, a consultant will be assigned. The District Governor, Lion Leader who requested the workshop and the club organizer will receive an email stating the request has been approved and will provide the contact details of the consultant.

4. How long is the training?

Workshops are a minimum of two days and can last up to five days. (More details are available on the [New Club Development Workshop webpage](#) by clicking on the "learn more" tabs.)

5. How many participants should attend?

Ideally a minimum of 12 participants should attend; however, it is understood that in some remote areas this can be difficult. Therefore, a minimum of the GET and GMT should be in attendance along with the district team each day of the workshop.

6. Who should attend the training?

It is important that as many members as possible of the multiple district/district team, global membership team, region chairs, zone chairs, members of the sponsoring club, as well as the Guiding Lions who will work with the new club participate in the training. The GET and GMT must attend all training sessions.

7. How many clubs can be formed from a training?

A minimum of one new club per district must be formed from each training, however there is no limit to the number of clubs that can be chartered. Lions can use the strategies learned to form as many clubs as they can support.

8. Can we recruit for existing clubs?

This program is specifically designed for forming new clubs. Lions need to use the strategies learned for recruiting for new clubs during the training but are welcome to apply the strategies to existing clubs after the training is over.

9. Who covers the cost for the consultant?

Lions International covers the consultant's expenses (transportation, meals and hotel room) so there is no additional cost to have a consultant facilitate a training. We do ask that the workshop host arranges transportation for the consultant to and from the airport, hotel and local training/recruiting areas.

10. Where should the training be held and who covers the cost of the venue?

The training should be held in a location near the prospective areas. It is suggested that the training location be held at an existing Lions Club house or other location free of cost. Otherwise, the district, multiple district or region is responsible for venue costs and any additional expenses incurred to host the training.

11. What does canvassing/recruiting consist of?

Canvassing/recruiting consists of inviting community and business leaders, as well as residents by making appointments or stopping by their office or homes to invite them to join Lions. If time allows the consultant can a company the local Lions during the canvassing and recruiting process. Consultants are not allowed to canvas or recruit without a local Lion present and participating.



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12. What additional materials/equipment are needed?

Discuss with assigned consultant. Generally, a laptop, projector, and screen are required for classroom training.

13. Can the consultant assist with the new club's informational meeting?

If the informational meeting is scheduled during the training the consultant can assist with the meeting. Discuss with the assigned consultant how this would work.

14. What are the district, multiple district or region's responsibilities?

- Complete New Club Development and Invite for Impact online modules through the Lions Learning Center prior to submitting the training request
- Promote and encourage participation in the training and recruiting efforts
- Identify two Certified Guiding Lions (or two Lions to become Certified Guiding Lions)
- Identify one or more sponsoring clubs for the prospective area(s)
- Submit charter application through the Lion Portal
- Support the new club
- Arrange transportation for the consultant to and from the airport, hotel and local training/recruiting areas.

15. What are the club organizer's responsibilities?

The club organizer is the person responsible to ensure the proper follow up is being conducted and that the new club(s) is on target for chartering. Club organizers must work with the consultant on the logistics to ensure a successful training. This includes that the following has been completed prior to the training:

- Two Certified Guiding Lions have been identified.
- A [Community Needs Assessment](#) for the prospective area(s) has been completed.
- Meetings with community leaders are scheduled.
- Recruiting flyers with details of the informational meeting have been printed prior to the training.
- Participants are available each day of the training to help recruit.
- Additional tasks assigned by consultant.
- Sponsoring club(s) has been identified.
- Secure a venue for trainings sessions, informational meetings and organizational meetings.

16. Is it guaranteed that a new club will be chartered after the training is over?

The Membership Division would love to guarantee that a club will be chartered after the training is over, but ultimately it depends on the Lion Leaders follow up efforts when the consultant leaves. The consultant will be available by phone or email to discuss strategies or issues after he/she leaves. The more advance work done in the community prior to the workshop and the commitment of the local extension team can greatly increase the success rate of the training results.

17. What happens if we do not reach the 20 required members to charter a new club?

After 8 weeks, if a club has not been chartered –the district **must** form a club branch. This is to ensure that districts keep those who are interested (or who have paid) engaged. Once the branch reaches 20 members it is recommended that the branch converts into a new club.