



Julianne Jandik

Chairman

2017-2018

Leadership Committee
2017-2018

Welcome to the 2017-2018 Leadership Committee.

The mission of the Leadership Committee is to develop and prepare knowledgeable and capable leaders to carry on the growth and success of the Auxiliary by promoting activities and resources that educate, motivate, and mentor members of all ages on all levels and phases of our programs.

Preparation of future leaders for the organization is a vital concern of the American Legion Auxiliary.

A comprehensive Leadership Empowerment has been developed within our Department. Trained leaders conduct this program. An American Legion Auxiliary Correspondence Course for Senior Members is available at www.legion-aux.org. Every Unit member is urged to learn more about the programs of the American Legion Auxiliary. Knowledge of the organization enhances member participation in support of Unit programs.

The County and Department Level Leadership Instructional Classes can also benefit individual members as it provides them the opportunity to ask questions and participate in the discussions. This is a more hands on approach.

Leadership and motivational literature can be found in libraries, bookstores and on the Internet. Robert's Rules of Order, Newly Revised is a great tool to use.

Enclosed you will find the following:

General Information

1. 2016-2017 Department Leadership Committee Information
2. Our Department Program Action Plan for 2016-2017 with basic ideas for the member, the Unit and the Department.
3. Report Form

The "How to Section"

1. How to Utilize a Member Data Survey Form
2. How to Be a Good Leader
3. How to Conduct a Meeting
4. How to Lead a Small Unit
5. How to Grow Leadership Capacity, Nurturing a Culture of Goodwill
6. How to Live a Culture of Goodwill
7. How to Complete Reports
8. How to Make Videos for Submission to the ALA YouTube Channel

9. How to Receive a Shout Out for the National President
10. How to Take the Innovative Leadership Video Challenge
11. How to Mentor Junior Members

Awards

1. Leadership Training Award (Unit Level Award)
2. Most Outstanding Overall Leadership Program Award (Department Level Award)
3. Nurturing Goodwill Award (Department Level Award)

Leadership Resources

1. www.ALAforVeterans.org
 - a. *ALA Senior Basics Course: A Course on our History and Legacy.*
 - b. *Junior Leadership Course: "The ALA: My Organization and What I Need to Know to Grow as a Member."*
 - c. PowerPoint: "Officer Duties and Responsibilities"
 - d. How to Sheets
 - e. Unit Guide Book
 - f. National and Department Constitution & Bylaws
 - g. New Member Packet, refer to Membership Programs Action Plan How to Sheets.
 - h. Members Only section- filled with valuable information for all members: Membership and new members suggestions and sample information; Member resources and Benefits; Department and Unit Resources for Support Tools
2. Rules of Order
3. Basic Parliamentary Procedure
4. Your Department Committee Members

Please copy and distribute this information to your Units. It is through your communication to the grass root members that we can spread the word of all the good things our Leadership Program does and has to offer the membership of this great organization.

I have also included a report form for you to also copy and distribute. Please use this form when compiling your counties Leadership information. I am looking for specific things required by our National Organization this year. Monthly reports are due to me that **Saturday** before the Executive Board Meetings. Please do not hand me your report at the meeting and expect to be acknowledged. It will be held and reported at the next meeting.

Monthly newsletters will be prepared and emailed. If you have anything pertaining to Leadership you would like to include please feel free to email me.

What's New This Year?

Our Department Debe Free has asked that we have an intense one day Leadership Empowerment Programs to aid our members in the workings of our organization. This class will give you all the necessary tools and How To Sheets to chair any committee within your Unit, County or Department. We are encouraging all members to attend at least one of the sessions.

If you have any questions or concerns, please feel free to contact me via telephone or email. The Leadership Committee is here to assist you in making this year's Leadership Program a success.

Congratulations on being selected as your County's Leadership Chairman. I hope you will find this committee experience rich and rewarding.

Happy Mentoring.

For God and Country,

Juli Jandik, Chairman
American Legion Auxiliary
Department of New Jersey

