

Lodge Leadership Training Description

Overview

Training and Education is pleased to announce the release of the new *Lodge Leadership* training curriculum! The new curriculum has been redesigned, and expanded, to meet both the general needs of Lodge Leaders as well as the more specific needs of the individual Lodge Officers and Committee Chairmen.

The new Lodge Leadership training consists of six different instructor-led courses (see tables below). Each of the six courses contains interactive learning exercises to help reinforce concepts covered in class. The target audience for each module is listed in the tables below. Participants can attend all six modules or choose courses specific to their needs.

NOTE: Any Moose Member in good standing can attend the Lodge Leadership courses!

About the 6 Leadership Courses

It is highly recommended that participants attend the *Lodge Leadership* and *House Committee Operations* courses before completing any of the optional training courses. These two courses can be covered in one day and will help participants understand how Lodge Officers and Committee Chairmen work together to meet the overall needs of the Lodge. From there, participants can choose to attend any one of the optional two-hour courses.

Recommended Training

Course Name	Target Audience	Approx Duration
Lodge Leadership	All Lodge Leaders, House Committee & Social Quarters Manager	~ 3.5 hours
House Committee Operations	All Lodge Leaders, House Committee & Social Quarters Manager	~ 3.5 hours

Optional Training

Course Name	Target Audience	Approx Duration
Governor's Workshop	Governor's and Jr. Governors	~ 2 hours
Committees Workshop	Committee Chairmen & Committee Members	~ 2 hours
Treasurer & Audit Committee Workshop	Treasurers and Audit Committee Members	~ 2 hours
Trustees	Trustees	~ 2 hours

(continued on the next page)

Lodge Leadership Training Description (cont)

Course Objectives

The primary objective for each of the Lodge Leadership courses is shown below:

- *Lodge Leadership*: Recognize how organizational resources (Lodges, Regional Managers, Moose International, Associations, and Districts) work together to support lodge operations and fulfill the Moose International mission.
- *House Committee*: Compare and contrast the operational and financial responsibilities of the House Committee to those of the Lodge Board of Officers (e.g., keeping the Social Quarters community friendly; reasons for following the General Laws, and interpreting business reports).
- *Governors Workshop*: Identify the Governor's specific role and responsibilities in presiding over all Lodge meetings (e.g, Board of Officers, General Membership, House Committee, and Joint Meetings with Chapters) and in appointing Committee Chairman and Appointed Officers.
- *Committees Workshop*: Review attributes of successful committee Chairmen and then use classroom resources and tools to run an effective committee meeting and conduct successful committee events.
- *Treasurer & Audit Committee Workshop*: Understand how the Treasurer and Audit Committee members work together to audit financial operations of the Lodge (e.g., track financial transactions and interpret business reports).
- *Trustees Workshop*: Understand the Trustees' role in examining and approving Lodge bills, and use classroom tools to conduct annual and monthly inventory.

Registration Procedure

~~Follow the steps below to enroll in a Lodge Leadership course:~~

- ~~1. View a list of currently-scheduled courses @ www.mooseintl.org / Members Only / Education & Training / Current Course Schedules / **Lodge Leadership Class Schedule**. Please note the registration cutoff date and the Trainer's contact information!~~
- ~~2. Complete the Course Registration form @ www.mooseintl.org / Members Only / Education & Training / Current Course Schedules / **Lodge Leadership Registration Form**~~
- ~~3. Contact your Lodge Leadership Trainer to confirm enrollment prior to the registration cutoff date. Refer back to the Lodge Leadership Class Schedule if necessary to confirm the Trainer's contact information.~~

~~NOTE: If you do not see a class in your area, please contact your State Training Coordinator for assistance. Locate your State Training Coordinator @ www.mooseintl.org / Members Only / Education & Training / Find a Trainer / Find a State Training Coordinator.~~

Course Materials & Fee

Course materials will be provided by the Trainer. Contact your session Trainer to confirm the course fee. To confirm your Trainer's name and contact information, refer to the Lodge Leadership Class Schedule On the Moose International Education & Training website.