

Kiwanis International Role Summary

Role: Governor

Supported By: Kiwanis International Board of Trustees

Role Summary: Leads the district by implementing organizational goals, developing and leading a strong district leadership team, communicating the vision/messages of the organization to the members in the district and aligning followers by motivating and inspiring the members to take action.

Qualifications: A proven leader with the ability to:

- Communicate the vision
- Focus energy on the objectives
- Empower and influence others
- Motivate and inspire volunteers
- Lead by example
- Delegate to staff and volunteers
- Build relationships
- Facilitate change
- Use Microsoft Office Products Suite

Responsibilities:

- **Serves as a leader of Kiwanis International**
 - Implements organizational goals and establishes and/or implements district goals in consultation with the Board of Trustees.
 - Communicates the vision of the organization to the members in the district and aligns followers by motivating and inspiring the members to take action.
 - Influences and empowers volunteers and staff to fulfill the district's strategic objectives.
 - Communicates regularly with Governor-elect and Lieutenant Governors electronically to ensure that energy is focused on the objectives.
 - Speaks at district conventions, lieutenant governor education sessions, club meetings and other events. Prepared messages are positive, personal and passionate and motivate members to take action.

- **Supports the goals of the Kiwanis International strategic plan.**
 - Accountable for meeting the membership growth goals for the district. Drives growth of district membership specifically by focusing on opening new clubs.
 - Ensures active participation by lieutenant governors and TAG Team/district growth team members, assists in identifying new club sites, participates in the process of opening new clubs, and presents charters to new clubs.
 - Actively supports Kiwanis branded service projects and Kiwanis Service Leadership Programs.

- **Develops and leads an effective District Leadership Team**, establishes a district action plan, supports lieutenant governors (and district trustees if applicable) and leads effective and efficient Board Meetings.
 - Establishes or supports a strategic plan for the district.
 - Ensures the efficient administration of the district.
 - Leads the Board by communicating with board members regularly between meetings and leading efficient meetings. Plans and communicates the board agenda in advance focusing on those topics directly related to success in the district. Facilitates relationships between the district leaders, committee chairmen and lieutenant governors to ensure district goals are met.
 - Implements a succession plan in the district ensuring a seamless transition among preceding, current and succeeding administrations.

- **Supports member pride and education** by ensuring quality district events and promoting attendance at district and international events.
 - Ensures that all district-sponsored events are fun, educational and motivational and represent “excellence”. Ensure that convention forums support the goals of the district

- **Serves as an ambassador for Kiwanis International Foundation** through personal support for the Foundation, promoting the annual fund, and encouraging major gift/planned gifts for the Endowment Campaign.

- **Fulfills all other duties** documented in the Kiwanis International Bylaws, Board Procedures, and/or the Standard Form for District Bylaws.

Approval:

Kiwanis International President

CEO/Executive Director, Kiwanis International

Date

Date