

Frequently Asked Questions About Geographical Training

- 1. Why is Geographical President/President-Elect Leadership training replacing district training?** While many of our districts do a superior job in training, far too many do not. Between 1999 and 2003 Civitan International surveyed all club presidents and presidents-elect throughout North America regarding the training being offered to them. Participants in the survey stated “My time is being wasted;” “I am not receiving the information I need;” and “I spent my Saturday listening to someone read a manual that I could read myself.”
Civitan members were adamant requesting Civitan International to implement a program offering consistent, informative and innovative training programs to club officers. In 2004, the Civitan International Board of Directors directed the Training Department at Civitan International to implement a pilot program exclusively for club presidents and presidents-elect. Volunteer leaders who have attended the program have given it excellent reviews.
- 2. When did the program start?** In 2004, the geographical training piloted in the states of Florida and Georgia, incorporating more than 80 clubs. The Florida and Georgia districts were offered two central locations in each state where they could attend training during the months of July and August. The program was such a success, the following year the Valley and Appalachian districts were added offering four additional locations in Tennessee. Since 2005, the program has expanded to 30 sites and now covers all districts in North America.
- 3. How does the program work?** When your district becomes part of the geographical training, locations will be offered in your area accommodating as many clubs as possible, with as little driving distance.
You may attend any location and date you choose in any state, in or outside of your district. Information is sent to club presidents, presidents-elects, club secretaries and all district officers starting in January and each month thereafter. Pre-registration for the program is required. A \$30.00 fee for each participant must be submitted with registration covering the cost of lunch and on-site training materials. The program is from 9:00 am to 3:00 pm in all locations.
- 4. What is the program format?** Many of the topics were developed from suggestions found in surveys and on-site evaluations. Participants are involved throughout the day in interactive exercises, reducing the amount of lecture by instructors.
- 5. How are sites selected?** Meeting sites are based on three factors; a metropolitan city closest to the largest cluster of clubs in the state; accessibility for instructors arriving from outside the area. District officers are consulted prior to choosing locations and dates in new areas.
- 6. Is the same program taught each year?** No. Each year a new program is introduced with new topics and a new instructor.
- 7. Which club officer is required to attend?** In order for your club to be in good standing and have voting rights all officers of your club must be trained each year. However, the training program is exclusively for club presidents and presidents-elects. First-time secretaries and treasurers must train online at the Civitan website.

- 8. Why should I attend if I have been a club president before?** International directors, international committee members, district officers and club presidents who have attended the program evaluated the program with high marks regardless of their Civitan experience. Interaction with other club presidents and presidents-elect is invaluable. Those officers that have served before can mentor those serving for the first time. You also have the opportunity to meet Civitans from different states since officers attend locations outside their districts.
- 9. Are training make-ups offered?** No. Each year we survey club officers, inquiring their opinions about makeup training. Each year officers tell us make-ups should not be offered since locations and dates are announced six months in advance and training programs are held over a three-month period at different locations and dates giving a club officer ample opportunity to attend. Certainly, as a leader of your club, one day out of 365 can be scheduled for this worthy training program.
- 10. Are Lt. Governors/Area Directors trained at the Geographical Training?** Although we encourage attendance of Lt. Governors/Area Directors at a training session, the Lt. Governors/Area Directors training remains the responsibility of the district. Conference reports for Lt. Governors/Area Directors meetings with club presidents must be ordered from Civitan International and distributed to Lt. Governors/Area Directors during their district training session. We do not individually send reports.

The Geographical training program is a certification training program per Civitan International policy for club Presidents and Presidents-Elect only. Many other opportunities for club officer training should also be available at district and area meetings for club leaders to enhance their leadership skills. As a club officer take advantage of these district opportunities to sharpen your leadership skills and to gain knowledge about your district.