

Club Executive Seminar Service Director

Roles and Responsibilities:

- Fundraising is the reason for the Kinsmen & Kinette Clubs of Canada. Your position should ensure that your club has many opportunities to raise funds and have service projects.
- Make sure you liaise with Zone and District service directors; keep yourself informed of any duties as assigned, as per Zone and District; carry out those duties as directed.
- When your club writes a cheque for a District Service Project, it may be your job to get that cheque to the proper place. Make sure you do this in a timely manner, and make every attempt to create some publicity from this.
- As Service Director, you should chair at least one major fundraiser or service project, writing up a proper report with all income, expenses and recommendations.
- You may want to think about some possible service projects or fundraisers and research what needs to be done, dates, locations etc to start off your year on the right foot.