

## **MULTIPLE DISTRICT LCIF COORDINATOR**

### **PURPOSE:**

This position provides for a Lion to serve as an ambassador for Lions Club International Foundation (LCIF) in the Multiple District.

He/she shall demonstrate leadership and commitment to philanthropic and humanitarian service ideals of LCIF enabling the Foundation to advance work in our communities and around the world.

### **GENERAL:**

1. The LCIF Multiple District Coordinator is appointed for a three (3) year term by the LCIF Board of Trustees.
  - a. The Multiple District Coordinator reports to the LCIF chairperson and the LCIF Development Advisory Committee.
  - b. The Coordinator may present reports to the State Council as warranted.
  - c. A Lion not performing the roles and responsibilities of the job description is subject to being replaced, if necessary, by the LCIF Board of Trustees.
2. The Coordinator responsibilities shall vary and/or expand as new aspects of the LCIF Development plans are implemented.
3. As the LCIF Multiple District Coordinator, he/she shall carry out the following critical responsibilities:
  - a. Educate Lions about the mission and success of LCIF and its importance to Lions Clubs International.
  - b. Lead the team of LCIF District Coordinators.
  - c. Assist with all aspects of LCIF fund raising in the multiple district
4. The following are additional roles and responsibilities of the Multiple District LCIF Coordinator:
  - a. Identify and recruit one Lion in each district to serve a three year term as LCIF District Coordinator (in consultation with the District Governor).
  - b. Train all newly appointed LCIF District Coordinators.
  - c. Lead the LCIF Coordinator team within the multiple district, providing periodic updates and assistance as needed.
  - d. Communicate with LCIF District Coordinators on a regular basis.
  - e. Provide regular updates to LCIF District Coordinators.
  - f. Update his/her Development Advisory Committee member about LCIF progress and challenges in the multiple district.
  - g. Utilize the resources of the LCIF Headquarters Staff.

- h. Work closely with the district governors and multiple district leaders to promote the work of LCIF and encourage support from Lions within the districts.
    - i. The Coordinator shall submit an article for publication in all four (4) editions of the Pride Magazine.
- 5. The Multiple District LCIF Coordinator shall educate and promote LCIF in the following manner:
  - a. Arrange for and/or give LCIF presentations at Multiple District Conventions. This would include an LCIF educational seminar and arrange for a booth to promote LCIF using the educational materials available.
  - b. Provide LCIF program as well as grant and fund-raising updates to the Council of Governors and other multiple district leaders.
  - c. Promote LCIF whenever possible through multiple district publications and the web site and external public relations support. Recognize exceptional individual member, club and/or district support of LCIF and work with the multiple district PR chairperson to help promote LCIF.
  - d. Provide grant application assistance (in conjunction with District Governors) as needed.
  - e. Promote and encourage the fund raising efforts of LCIF by encouraging all Lions to give to LCIF annually and all clubs to conduct one annual fund-raising event to support LCIF programs.
  - f. Assist with district and multiple district LCIF fund raising events and promote individual and club recognition programs. Help identify potential Major and Lead Gift donors to LCIF within the multiple district.