



General Federation of Women's Clubs of Massachusetts

Lynne Stader, President

Calling Club Presidents, Officers, Leaders Important SUMMER event!

*Strong Women,
Strong Leaders*

Club Leader's Day and LEADS Training Workshop Saturday, August 24, 2019

GFWC MA Headquarters, Sudbury

Attend one, or attend both! We want you and your club members to be the most effective club leaders you can be! Whether you're a President, Vice President, Chairman or interested club member, we encourage you to take advantage of all your federation membership has to offer!

MORNING SESSION

Is Your Club in the Know?

9:30am – 11:30am

Informative Workshop for **GFWC MA Women's Clubs**. Led by GFWC MA Officers and Chairmen.

The morning session will include:

**GFWC Initiatives and Programs
Club Do's and Don'ts as a 501C3**

**7 Keys to Successful Reporting
Annual Club Forum: Just Ask!**

Write down your questions and bring them along. Come to learn, get new ideas, troubleshoot, interact, make connections and have fun with members from other women's clubs throughout the state! **NO CHARGE**

Club Presidents: Every club should be represented. We will cover topics key to your leadership and to clubs operating in good standing. **Unable to attend?** Send another club officer/member to gather the information. Bring along as many of your club members as you wish, just be sure to include all on the REGISTRATION FORM.



AFTERNOON SESSION

LEADS Workshop

12:30pm- 3:00pm

Not able to attend a national LEADS seminar? Leadership Chairman Martha Casassa has assembled an impressive team of Leadership mentors right here at home for a unique opportunity available to all **Women's Club, Junior Women's Club, and Juniors Club** clubwomen. This event will be well worth your time! **NO CHARGE**

Featured Guests:

Tina Smith, GFWC New Hampshire Past President and member of the national GFWC Leadership Committee, presenting:

~ **Say What you Mean. Mean What You Say** Conflict resolution; how to promote your ideas and gain support. Tina will engage you with her upbeat, positive style.



Glenn Koocher, Executive Director of the Massachusetts Association of School Committees, presenting:

~ **Robert's Rules - Who Needs 'em?**

Basic parliamentary procedure to make your life easier at meetings. Glenn is well-versed in running organizations using parliamentary procedure, and he is a longtime friend of GFWC Massachusetts.





Sheila Shea, GFWC International Past President and Massachusetts clubwoman at heart.

~ Scripting: Who Needs A Script? - using templates; how to customize for your style; timing a script; delivery all presented by a well-known writer and user of scripts:

Other features:

- **Public Speaking: OMG – Me? Give a Speech?** Basics of speaking in public...even if they are your friends. Will allay your fears about speaking in front of a group large or small.
- **LEADS Grads Share-** Three recent LEADS graduates – Alicia Sheridan, Katie Robey, and our newest 2019 grad Beth McKeon will share what they learned that you need to know for effective club leadership.
- **Informational handouts** from the 2019 GFWC LEADS program containing additional pointers available only to those attending!

Encourage members to take advantage of this opportunity to improve leadership and presentation skills!

Coffee, water and pastries available in the morning. If staying for LEADS, a light Lunch (finger sandwiches, chips and a beverage) will be available. Order on the Registration Form, pay \$6 at the door.

For questions, contact Martha Casassa, Leadership Chairman. Labmom416@gmail.com

Need directions? <http://www.gfwcma.org/HeadquartersDirections.pdf>



REGISTRATION FORM

To Register: **Email** the following information **by August 16th** to Martha Casassa at Labmom416@gmail.com **or mail** to:

Martha Casassa, Leadership Chairman, 10 Norroway Avenue, Randolph, MA 02368-3013

Club Name _____

Names of attendees	Will attend:	Club Leaders (AM) Session	LEADS Seminar (Afternoon Session)	Buy a Lunch (Y/N) \$6
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

***Please forward this invitation to interested members.**



Total attending Club Leaders Workshop _____

Total attending LEADS Seminar _____

Total Purchasing a Lunch, to be paid at the door \$ _____