



**GFWC**  
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**GENERAL FEDERATION  
OF WOMEN'S CLUBS**



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# LEADERSHIP

## LEADERSHIP FOCUS: GOOD LEADERS

Good leaders are good listeners and good problem solvers. They sometimes engage **Active Listening** techniques to better understand someone and properly handle a situation. Good leaders seek to fully understand a person by understanding the meaning and intent of the words spoken. They listen. They are not forming their own response in their heads while the other person is talking. Good listeners make eye contact and use an open, non-threatening, invitational body language to show they are interested in what is being said. Good listeners pay attention to the non-verbal clues, the position of the hands, the tone of the voice and the facial expressions being exhibited. These all provide clues to a good listener. Good listeners repeat what is being said to be sure they understand. Phrases like "I can tell you are upset" or "I hear what you are saying" may be used to reflect back to the speaker to show that you are listening. Try some of these techniques the next time a disgruntled members approaches you with an issue. You will be surprised at how successfully it works!

## CLUB CONNECTION INITIATIVE:

Be proactive and develop a comprehensive plan for training and equipping potential new leaders over time. Adopt a LEADS philosophy and offer leadership education and development-type programs in your local club. Be sure to provide comprehensive orientation for new leaders. Introduce the Federation's culture, mission, and values. Apply and share what you learn at GFWC Annual Conventions as you identify and groom new leaders. Develop a succession plan and arrange succession sharing as new leaders assume responsibilities. Build skills and experience and prepare potential leaders for success. Register new leaders on the GFWC Member Portal and the Legislative Action Center so they have immediate access to GFWC's comprehensive resources and tools.

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## **GFWC LEADS**

The GFWC Leadership, Education, and Development Seminar (LEADS) identifies GFWC members at the local level who have the potential and desire to assume leadership positions in their State Federations and/or GFWC on the national level. Participation in GFWC LEADS can help up-and-coming leaders gain the capabilities, confidence, and commitment necessary to pursue and achieve higher leadership roles or offices and serve with distinction. GFWC LEADS is held annually on the day prior to the official opening of the GFWC Annual Convention.

The program may include the following:

- Overview of public speaking, time management, vision casting, and conflict resolution.
- Explanation of GFWC resources, materials, and assistance.

## **GFWC LEADERSHIP TOOLKIT**

This well-received resource contains a variety of topics available in the GFWC Member Portal and is updated frequently.

- To access the toolkit, you must first have a GFWC Member Portal account.
- To create an account, or login, go to [GFWC.org](http://GFWC.org) and click on Member Login at the top right corner of the page, or directly login from [memberportal.gfwc.org](http://memberportal.gfwc.org).
- Click on the Digital Library Page.
- The Leadership Toolkit can be found under “Toolkits.” The entire toolkit will download as a zip file. To open the folder, just double-click.

### LEADERSHIP DEVELOPMENT IS PERSONAL DEVELOPMENT

- Access personal development resources
- Discover your unique personality and strengths
- Explore the principles of empowered well-being
- Learn effective time management



**Leadership Reimagined**  
**Seek to educate, engage and empower members.**  
**Stretch out of comfort zones.**  
**Dream bigger, stand stronger.**  
**Live the Volunteer Spirit!**

# 5 TRAITS OF EFFECTIVE LEADERS

How to motivate others to work towards a common goal



## Integrity

Commit to the success of each team member by modeling qualities such as fairness, honesty and commitment. This will inspire others to act in the same way while building trust and respect.

## Vision

Share the "big picture" with your team. Not only will it help communicate each person's roles and responsibilities, but it will also create ownership and dedication.

## Self-Awareness

Understand who you are as a person and a leader. Acknowledge both your strengths and your weaknesses.

## Decisiveness

Be a confident decision maker who seeks feedback and opinions but will not concede to peer pressure.

## Collaboration

Empower each team member to speak up and engage. By listening to your team's suggestions, it will help them feel trusted, supported and valued.

## TOP TEN PROJECTS 2023; 1-4

1. GFWC Tempe Woman's Club (AZ) Established Meeting Protocols--Establishing meeting protocols has ensured that GFWC Tempe Woman's Club keeps business meetings on track. The club communicates time limits to guest speakers, operates from a focused, fully defined agenda, sets an expectation for chairs to keep their reports short and to the point, and refers extended discussions to the committee for clarification before being presented to the membership. These steps enable the club to meet its goal of concluding business within 90-minutes.
2. GFWC Mountain Pine Woman's Club (CO) Non-profit Organization Council--The GFWC Mountain Pine Woman's Club worked with other non-profits to develop a nonprofit organization council as part of the local Chamber of Commerce. The purpose was to collaborate on developing a calendar, cross-marketing, and providing non-duplication for events. The organization's goal was also to promote best practices in organizations. Several members of the club have attended and benefitted from this new partnership.
3. GFWC Selbyville Community Club (DE) Showcasing Chairmen--GFWC Selbyville Community Club President gave club chairmen the power to become leaders. Each month, one chairman showcases their CSP. Chairmen choose an activity, speaker, and/or purpose. In addition, they provide the inspiration and leadership portion of the meeting. The speaker's organization can receive up to \$100 as a donation. The intent is to let members find their leadership skills with guidance and learn from the experience.
4. GFWC Clearwater Community Woman's Club (FL) Strategic Plan--GFWC Clearwater Community Woman's Club's board engaged in strategic planning. They finetuned their mission, focusing on enhancing community life through friendship, volunteerism, and education while aiming to become a diverse, prominent service organization. Seven ambitious goals were identified with over 20 strategies. Roles were designated for strategy execution, with a system for quarterly progress reviews. The strategic planning resulted in more engaged leadership, refined processes, and impactful community projects.