DISTRICT PRESIDENT’S CHECKLIST
FOR RENAISSANCE PROGRAM

☐ Review list with district’s board of directors.

☐ Discuss list with the district’s volunteer field representative.

☐ Assign each club a district officer (usually the division director).

☐ Assist the assigned district officer to select a support team for each club and provide direction for their involvement with the club.

☐ The assigned district officer should prepare an initial assessment of the club and plan to meet with the club’s board of directors to review Renaissance Program.

☐ The assigned district officer should be prepared to:
   a) explain what assistance is available and how it can be utilized;
   b) ask for a membership chairperson to conduct Renaissance Program;
   c) ask the board to lead by example and be actively involved in the project;
   d) urge the board to develop the plan only with the input of the club;
   e) provide guidance to help the club develop a plan specific to its needs;
   f) encourage the club to set realistic goals;
   g) explain the guidelines for help from the club’s support team.

☐ The assigned district officer should be closely involved with the club to:
   a) provide support by being on hand when the club’s membership chairperson presents the completed plan to the club;
   b) be ready to participate in planning sessions with the club;
   c) schedule visits to coincide with the club’s efforts to implement the plan;
   d) when practical, attend board meetings, projects or club meetings;
   e) set up a visitation schedule for the club’s support team;
   f) when practical, involve all club members in Renaissance Program;
   g) monitor and evaluate progress toward the club’s goals on a regular basis.

☐ The assigned district officer should report monthly to the district president and:
   a) assess the club’s progress toward the club’s goals;
   b) recommend changes or revisions to help achieve goals;
   c) evaluate commitment of club officers to the plan;
   d) suggest additional methods of support the district can provide.

☐ Follow through ... follow through ... follow through!