

THE CLUB EXCELLENCE PROCESS (CEP) OVERVIEW

Program Overview

The Club Excellence Process (CEP) is a workshop program dedicated to club improvement. A club that decides to participate in the CEP will be guided by a facilitator through four steps of approximately an hour each. A participating club will examine their community's needs, analyze their membership experience, use resources and develop action plans.

Each Lion attending a CEP Workshop will be completing several assignments under the guidance of a facilitator. Two of these assignments are the *Community Needs Assessment* and the *How Are Your Ratings?* survey. Clubs may be asked by their facilitator to complete these assignments before, during, or after the workshop. The program consists of four steps that are approximately an hour each.

Step 1: Why Are We Here?
(45-60 minutes)

Discover community needs and complete a *Community Needs Assessment*
Discuss how Lions make a difference
Recognize what Lions have accomplished
Brainstorm what Lions could accomplish the future

Step 2: What Makes an Excellent Club?
(75-90 minutes)

Determine the characteristics of an excellent club
Identify the stumbling blocks that prevent us from excellence
Analyze ways to improve club effectiveness
Complete the *How Are Your Ratings?* Survey

Step 3: How Can We Determine Our Needs?
(45-60 minutes)

Review the *Community Needs Assessment*
Review the *How Are Your Ratings?* results
Locate resources available to achieve excellence

Step 4: What Can We Do Next?
(45-60 minutes)

Set goals Create action plans

For More information about this process and ordering materials, contact the MD19 Leadership Chairperson Steve Somerset at brummee@shaw.ca.