

Education Director – Personal Development/Kin Education

Personal Development is an important part in Kin. Many of our awards are designed to encourage personal development, and so it is important to work closely with the Awards chair. Equally the Maple Leaf of Distinction Award is a blue print on how to get involved in Kin and gain considerable personal development. So it is important to work with the membership Director.

The Education Director should have or wish to further develop a strong and varied skill set including; leadership and interpersonal skills, organizational skills, public speaking, written communication, a familiarity of the awards program and a basic knowledge of rules of order.

The Service Director typically has the following responsibilities unless the Club House Rules specifically states otherwise which include but are not limited to:

- Develop a personal development/ Education program for club members
- The club program can include many non-kin related things. Sessions on how to use Outlook, Excel, QuickBooks, Survey monkey, Dropbox etc. are often welcomed by club members
- Will need to access the Kin Education materials that are available on the website
- Seek out new ways to present education information to better engage members i.e. games, quizzes etc.

Additional information on having a successful year as Club Education Director along with the complete list of duties, can be found in the **Successful Club Manual** located in the Resource Library @ www.kincanada.ca