

Bray Lions Club
Recruitment and Induction of New Members
Revised Process

Background.

The necessity to review existing recruitment and induction procedures arises in the context of a request from people unknown to members to join the Lions Club. There is also a concern that some of the existing rules with regard to the number of people from one family who may be members of the club is outdated. In addition it is felt that the call process is longer than needs to be and that technology i.e. e-mail can help to speed up this process.

General

The working group recommends that at this time our preferred method of recruitment should be the existing one whereby new members are proposed and sponsored by existing members. The working group also believes that individuals who seek membership to the club should be welcome and should be brought aboard where suitable through a clearly understood procedure. However the working group believes that we should not encourage membership by application.

The working group agreed that all new members regardless of whether they come through the existing process or via application should be processed through the same procedure. The working party, therefore, recommend the following five-step process.

Recruitment and Induction Process

1. Application form.

All new applicants must complete a standard application form [draft attached]. In the case of people being proposed by existing members they should complete the application form on completion of the "call process". In the case of people applying for membership they should complete it at the commencement of the process.

2. Calls.

Each proposed new member or applicant is processed through the three calls system. It is proposed that the first call is made at a general meeting of the club. The first call will be advised to all members by email on the day following the meeting. The second call is made seven days later by e-mail and the third call is completed at the next general meeting of the club. During the

call process any member can object to a proposed new member by outlining his or her reasons to the President. The President may at this stage bring call procedure to a halt or he/she may decide to consult with the committee made up of President, Vice President, Treasurer, and Secretary. This group may decide to allow the call procedure to go through if they feel that the objection is not sufficiently significant or well founded.

3. Informal getting to know you/getting to know us meeting.

In order that potential new members have a clear understanding of what is involved in being a member of the Lions Club and what is expected of them as members we propose that each new member should have an informal meeting with up to three existing members who will outline to them the ethos of the club, the projects we are involved with and the role that individual members play in advancing these projects. In the case of applicants who are not known to members this meeting should also serve as part of the screening process.

4. Attending at a full general meeting of the Lions club.

We propose that to complete the recruitment process each proposed new member should attend one general meeting of the Lions Club before finally committing to or being admitted to membership.

5. Mentoring.

The early days of membership can be difficult for new members we propose therefore that the proposer/sponsor of the new member will act as a mentor to that new member for the first six months. In the case of a new member by application we propose that the membership committee, referred to below, should appoint a mentor. The role of the mentor is to brief the new member on what's happening, make introductions and get the new member involved in projects.

We also propose the establishment of a membership committee, consisting of the Welfare Officer, Treasurer. and another who will take an interest in the integration of the new member.

Spouses joining Bray Lions Club.

The committee believes that the rule prohibiting spouses from being members of the Lions Club is outdated and should be abolished. We believe spouses and as many members of any one family who may wish to join should be welcome. We recommend however the following rules should apply in relation to members of one family: only one member of the family may hold elected office in any one year. One family member should not succeed another family member into elected office in succeeding years.

Approved 25th October 2011