

2019 Governors Round Table: Strong Roots, Strong Regions - Schedule At A Glance

Day 1		Sunday, June 23, 2019				Handouts		Translated
9:00 AM	9:05 AM	0:05	1	Welcome	Elizabeth di Geronimo, SIA President	1		
9:05 AM	9:10 AM	0:05	2	Thought for the Day	Laurel Lanham, Governor, Desert Coast Region	2	Thought of the Day	
9:10 AM	10:00 AM	0:50	3	Icebreaker/Introductions	Stephanie Smith, Immediate Past Governor, Northwestern Region	3		
10:00 AM	10:15 AM	0:15		Break				
10:15 AM	11:00 AM	0:45		Icebreaker/Introductions (continued)	Stephanie Smith, Immediate Past Governor, Northwestern Region			
11:00 AM	11:15 AM	0:15	4	The Role of the Region Governor	Stephanie Smith, Immediate Past Governor, Northwestern Region	4A 4B 4C	Region Governor Position Description Club Roadmap Certificate of Appreciation	Yes
11:15 AM	11:30 AM	0:15		Break				
11:30 AM	11:50 AM	0:20		The Role of the Region Governor (continued)	Stephanie Smith, Immediate Past Governor, Northwestern Region		<i>See above.</i>	
11:50 AM	12:00 PM	0:10	5	SIA's Strategic Direction	Elizabeth M. Lucas, Executive Director & CEO	5	FY 19/20 Strategic Plan	
12:00 PM	12:15 PM	0:15	6	Our Role in Growing the Dream Programs	Lori Blair, Senior Director, Program Services	6A 6B 6C	DCR - Strategic Plan Goals/Live Your Dream Engagement Region Strategic Plan Tactics Turning Dreams Into Action Decision Tree	6B 6C
12:15 PM	1:25 PM	1:10		Lunch				
1:25 PM	1:45 PM	0:20	7	Growing Membership and Strong Leaders	Iesha Brown, Senior Director, Membership and Leadership Development	7		
1:45 PM	2:05 PM	0:20	8	Increasing Recognition, Globally and Locally	Darlene Friedman, Senior Director, Marketing Communications	8A 8B	SIA Recognition & Branding Resource List For Clubs and Members Website Index	
2:05 PM	2:25 PM	0:20	9	Better Together: Building Strong Relationships for Organizational Success	Angel Serrano, Director, Development	9A 9B	9A Club Giving Impact Infographic 9B Club Giving Benefits	
2:25 PM	2:40 PM	0:15		Break				
2:40 PM	2:50 PM	0:10	10	Mobilizing for our Next Big Goal	Lori Blair, Senior Director, Program Services	10		
2:50 PM	3:40 PM	0:50	11	Region Strategic Planning	Stephanie Smith, Immediate Past Governor, Northwestern Region	11	Region Strategic Plan Template	Yes
3:40 PM	3:55 PM	0:15		Break				
3:55 PM	4:25 PM	0:30		Region Strategic Planning (continued)	Stephanie Smith, Immediate Past Governor, Northwestern Region		<i>See above.</i>	
4:25 PM	4:40 PM	0:15	12	CELEBRATE! Soroptimist's 100 th Anniversary	Lisa Mangiafico, Senior Director, Information Services	12		
4:40 PM	4:50 PM	0:10	13	GRT Day 1 Wrap Up	Stephanie Smith, Immediate Past Governor, Northwestern Region	13		
4:50 PM	6:00 PM	1:10		FREE TIME				
6:00 PM	9:30 PM	3:30		GRT Reception and Dinner				

Day 2							Monday, June 24, 2019			Handouts		Translated
9:00 AM	9:05 AM	0:05	14	Welcome	Tina Wei-Kang Pan, SIA President-elect	14						
9:05 AM	9:10 AM	0:05	15	Thought for the Day	Kristin Chorbi, Governor-elect of Founder	15	Thought of the Day					
9:10 AM	9:55 AM	0:45	16	Diversity, Equity & Inclusion: Where Do We Begin & Where Do We Go From There?	Darryl A. Jackson, Director, Member Acquisition and Engagement, New York State Society of Certified Public Accountants	16	Circles of My Multicultural Self			Yes		
9:55 AM	10:10 AM	0:15		BREAK								
10:10 AM	10:55 AM	0:45		Diversity, Equity & Inclusion: Where Do We Begin & Where Do We Go From There? (continued)	Darryl A. Jackson, Director, Member Acquisition and Engagement, New York State Society of Certified Public Accountants		See above.					
10:55 AM	11:10 AM	0:15		BREAK								
11:10 AM	12:10 PM	1:00	17	Key Messages	Stephanie Smith, Immediate Past Governor, Northwestern Region	17	FY19/20 Key Messages			Yes		
12:10 PM	1:25 PM	1:15		Lunch								
1:25 PM	2:25 PM	1:00	18	Shaping the Future Awards Panel	Stephanie Smith, Immediate Past Governor, Northwestern Region	18						
2:25 PM	2:40 PM	0:15		BREAK								
2:40 PM	2:55 PM	0:15	19	Leadership Commitment Policy for Volunteers	Lisa Mangiafico, Senior Director, Information Services	19	Leadership Commitment Tool					
2:55 PM	3:10 PM	0:15	20	Every Club's Vote Counts: Moving to E-balloting	Lisa Mangiafico, Senior Director, Information Services	20	Guide to Office 365 Club Email Management			Yes		
3:10 PM	3:30 PM	0:20	21	Budget Planning Boot Camp	Iesha Brown, Senior Director, Membership and Leadership Development	21						
3:30 PM	3:45 PM	0:15		BREAK								
3:45 PM	4:30 PM	0:45	22	Change Management	Stephanie Smith, Immediate Past Governor, Northwestern Region	22						
4:30 PM	4:50 PM	0:20	23	GRT Day 2 Wrap Up & Evaluation	Stephanie Smith, Immediate Past Governor, Northwestern Region	23A 23B 23C	GRT Evaluation FY19/20 Webinar Schedule Official Visit Request Form			23A		
4:50 PM	4:55 PM	0:05	24	Closing	Tina Wei-Kang Pan, SIA President-elect	24						

Other Resources						
R1	Schedule At A Glance					
R2	Agenda and Learning Objectives					Yes
R3	GRT Presenters					
R4	2018-2020 Governors Directory					
R5	2020-2022 Governors Directory					
R6	2019-2020 Governors Calendar					
R7	SIA Headquarters Support: Contacts					



Strong Roots, Strong Regions

2019 GRT Agenda & Learning Objectives:

Day One: Sunday, June 23, 2019

9:00am **Welcome**
Elizabeth Di Geronimo, SIA President

9:05am **Thought for the Day**
Laurel Lanham, Governor of Desert Coast Region

9:10am **Icebreaker/Introductions**
Stephanie Smith, Immediate Past Governor of Northwestern Region

10:00am **BREAK**

10:15am **Icebreaker/Introductions (continued)**
Stephanie Smith, Immediate Past Governor of Northwestern Region

11:00am **The Role of the Region Governor**
Stephanie Smith, Immediate Past Governor of Northwestern Region

The region governor serves is the chief administrative officer of SIA's region. The region governor serves as the team leader to ensure the region strengthens and supports clubs as they carry out the strategic direction of SIA.

During this presentation, attendees will:

- Understand their roles and responsibilities as region governors.
 - Review how clubs in your region can increase our collective impact by following the club roadmap.
-

11:15am **BREAK**

11:30am **The Role of the Region Governor (continued)**
Stephanie Smith, Immediate Past Governor of Northwestern Region

11:50am SIA's Strategic Direction

Elizabeth M. Lucas, Executive Director & CEO

Our strategic direction is laid out in our strategic plan, which refers to the actions we will take to achieve the goals of our organization. This long-range planning serves to assist SIA in establishing priorities in order to better serve the needs of our membership and the women and girls we serve.

During this presentation, attendees will:

- Gain an understanding of SIA's strategic direction for increased collective impact.
- Appreciate our need to change and how we are changing.
- Know our successes.

12:00pm Regions: Our Role in Growing the Dream Programs

Lori Blair, Senior Director, Program Services

Region leaders play a critical role in leading our strategic direction and supporting our goal to serve more women and girls through our Dream Programs. Find out what some regions have done to support our change and what we you can do.

During this presentation, attendees will:

- Understand the importance of regions in supporting and inspiring clubs to do more for women and girls through our Dream Programs.
- Identify tactics for your FY19/20 regions strategic plan.
- Connect with region governors and governor-elects addressing similar challenges in their region.

12:15am LUNCH – Note: Governors photo to be taken before breaking for lunch.

1:25pm Growing Membership and Strong Leaders

Ilesha Brown, Senior Director, Membership and Leadership Development

Members help SIA deliver our Dream Programs. Their development as leaders of SIA and champions of increasing our impact is essential as we prepare for our 2021-2031 Big Goal.

During this presentation, attendees will:

- Learn about SIAs FY19/20 engagement initiatives.
- Receive a Diamond Campaign Update for FY18/19.
- Identify tactics for your FY19/20 regions' strategic plan.

1:45pm Increasing Recognition, Globally and Locally

Darlene Friedman, Senior Director, Marketing Communications

An overview of SIA's recognition goal, and how headquarters works to increase recognition globally while supporting clubs/regions locally. This session will examine strategies to increase recognition around our Dream Programs, and the availability of public awareness tools and support from headquarters.

During this presentation, attendees will:

- Understand SIA's recognition goal and why it's important to SIA's overall success.
- Understand the part LiveYourDream.org plays.
- Learn about the tools and support available from headquarters.
- Gain a realistic view about the role recognition plays, particularly with regard to member recruitment.

2:05pm Better Together: Building Strong Relationships for Organizational Success

Angel Serrano, Director, Development

Everyone in the organization has a shared responsibility for fund development by being an ambassador and building relationships with those able to support SIA's mission.

During this presentation, attendees will:

- Understand how contributions are used.
 - Gain an understanding of the Region Fundraising Chair/Fundraising Council relationship.
 - Receive preliminary information about the centennial campaign.
 - Understand the role of corporate philanthropy.
-

2:25pm BREAK

2:40pm Mobilizing for our Next Big Goal

Lori Blair, Senior Director, Program Services

Our 2021-2031 Big Goal focuses on what we will do for women and girls in the first decade of our second century. But, everything we are doing to strengthen our organization now – growing members, philanthropy and recognition – are all part of our ability to achieve our audacious Big Goal.

During this presentation, attendees will:

- Understand how our strategic plan connects to our forward-focused direction.
- Recognize and be able to communicate how our work and focus today is preparing us for success in our future.
- Identify tactics for your FY19/20 regions strategic plan.

2:50pm Region Strategic Planning

Stephanie Smith, Immediate Past Governor of Northwestern Region

Using the SIAHQ provided region strategic plan template, Governors are responsible for submitting their region's tactics to guide their efforts and further our strategic direction. Governors are asked to develop tactics that will achieve the goals, objectives and strategies set forth by SIAs Board of Directors. Governors should engage their region board of directors including Governors-elect, region chairs, and other region leadership to develop tactics.

During this presentation, attendees will:

- Understand the importance of strategic alignment.
 - Learn how to develop tactics that are specific, measurable, attainable, realistic and time-based.
-

3:40pm BREAK

3:55pm Region Strategic Planning (continued)

Stephanie Smith, Immediate Past Governor of Northwestern Region

4:25pm CELEBRATE! Soroptimist's 100th Anniversary
Lisa Mangiafico, Senior Director, Information Services

Soroptimist celebrates 100 years of bringing women together in service in 2021. Learn more about what is in the works to celebrate 100 years of amazing work that leads us to even greater success beyond 2021.

During this presentation, attendees will:

- Hear why our anniversary isn't just about the past, it's about the FUTURE!
- Learn how regions, clubs, and members can participate in 100th Anniversary celebrations within SIA.
- Receive updates on the worldwide 100th anniversary event in San Francisco, and how members can join in this special celebration, in person or virtually.

4:40pm GRT Wrap Up for Day 1
Stephanie Smith, Immediate Past Governor of Northwestern Region

Day Two: Monday, June 24, 2019

9:00am Welcome
Tina Wei-Kang Pan, SIA President-elect

9:05am Thought for the Day
Kristin Chorbi, Governor-elect of Founder Region

9:10am Diversity, Equity & Inclusion: Where Do We Begin & Where Do We Go From There?
Darryl A. Jackson, MBA, CAE, Director of Member Acquisition and Engagement, New York State Society of Certified Public Accountants

Diversity, Equity & Inclusion (DEI) has long been known to be integral to organizational success, but why? As we expand culturally and become more of a global community, connecting physically and virtually, it will become more important to embrace our differences, value different perspectives and provide equitable opportunities to all that are deserving.

During this presentation, attendees will:

- Examine assumptions and unconscious biases.
- Explore why they exist.
- Learn how to recognize the above and what positive actions to take.

9:55am BREAK

10:10am Diversity, Inclusion and Equity (continued)

Darryl A. Jackson, MBA, CAE, Director of Member Acquisition and Engagement, New York State Society of Certified Public Accountants

10:55am BREAK

11:10am Key Messages

Stephanie Smith, Immediate Past Governor of Northwestern Region

Our key messages are intended to help members understand and speak confidently about the direction our organization is heading.

During this presentation, attendees will:

- Understand the organization's key messages.
 - Practice how to deliver these messages with confidence.
-

12:10pm LUNCH – Note: Governor-elects photo to be taken before breaking for lunch.

1:25pm Shaping the Future Awards Panel

Facilitator: Stephanie Smith, Immediate Past Governor of Northwestern Region

SIAs Shaping the Future Awards recognize region efforts to support our Big Goal — increasing our collective impact. The awards are an opportunity to recognize and celebrate the work of regions. Hear first-hand best practices from past region winners!

During this presentation, attendees will:

- Learn effective practices across the federation from governors of first place winning regions.
 - Capture key learnings and replicate successful initiatives within your region.
-

2:25pm BREAK

2:40pm Leadership Commitment Policy for Volunteers

Lisa Mangiafico, Senior Director, Information Services

SIA's Leadership Commitment Policy for Volunteers illustrate expectations for conduct for region leaders as they participate in region business. These policies provide a mechanism for removal of region leaders for issues related to conduct, confidentiality or conflict of interest, following due process.

During this presentation, attendees will:

- Gain an understanding of what SIA's leadership commitment policy is, where to locate it and why it is important.

2:55pm **Every Club's Vote Counts: Moving to E-balloting**
Lisa Mangiafico, Senior Director, Information Services

The SIA Board of Directors voted to begin electronic balloting for federation elections beginning with the February 2020 ballot for SIA President-elect. This session will provide more information on how SIA will be implementing e-balloting.

During this presentation, attendees will:

- Understand what is e-balloting.
- Learn how and when SIA will be using e-balloting.
- Discover what regions should be doing to ensure their clubs can successfully cast votes using e-balloting.

3:10pm **Budget Planning Boot Camp**
Ilesha Brown, Senior Director, Membership and Leadership Development

A region's financial health depends on understanding the dynamics and inter-relationship of forecasting, budgeting and performance. These will help determine your region's success or failure. This session will cover budgeting basics from A to Z, reporting financial information to your board and analyzing financial information using ratios.

During this presentation, attendees will:

- Gain an understanding of the importance of budgeting in the planning process
- Learn financial management skills and management of resources
- Identify risks and opportunities.

3:30pm **BREAK**

3:45pm **Change Management**
Stephanie Smith, Immediate Past Governor of Northwestern Region

SIA continues to evolve and change in order to remain sustainable in the future. Despite change at times being daunting, Region Governors and Governors-elect are expected to be change champions and lead by example for the leaders accountable to you.

During this presentation, attendees will:

- Understand why change is sometimes required
- Learn how to be effective change management communicators
- Learn how embracing change, begins with you as a champion of it.

4:30pm **GRT Wrap Up for day 2 & Evaluation**
Stephanie Smith, Immediate Past Governor of Northwestern Region

4:50pm **Closing**
Tina Wei-Kang Pan, SIA President-elect



강인한 뿌리, 강인한 리전

2019년도 GRT 의제 및 학습 목표:

1일차: 2019년 6월 24일(일)

9:00am 환영인사
Elizabeth Di Geronimo, SIA 회장

9:05am 오늘의 생각
Laurel Lanham, 데저트 코스트 리전 총재

9:10am 서먹함을 깨는 아이스 브레이크 시간/소개
Stephanie Smith, 노스웨스턴 리전 전직 총재

10:00am 휴식시간

10:15am 서먹함을 깨는 아이스 브레이크 시간/소개 (계속)
Stephanie Smith, 노스웨스턴 리전 전직 총재

11:00am 리전 총재의 역할
Stephanie Smith, 노스웨스턴 리전 전직 총재

리전 총재는 SIA 리전의 총 책임자 역할입니다. 이처럼 지도자인 리전 총재는 리전이 클럽들의 SIA 전략 방향 수행을 위해 역량을 키워주고 클럽들에게 도움을 제공하도록 만들어야 합니다.

이 프레젠테이션에서 참석자들은:

- 리전 총재로서 자신의 역할과 책임을 이해합니다.
 - 리전 산하 클럽들이 클럽 로드맵에 따라 집단 영향력을 증대시키는 방안을 검토합니다.
-

11:15am 휴식시간

11:30am 리전 총재의 역할 (계속)
Stephanie Smith, 노스웨스턴 리전 전직 총재

11:50am SIA의 전략 방향
Elizabeth M. Lucas, 상임이사 겸 CEO

우리 단체의 전략 계획서에 반영되어 있는 전략 방향이란 우리 목표를 달성하기 위해 취할 행동을 의미합니다. 장기 계획을 수립하면 회원들뿐 아니라 여성 및 소녀들의 니즈에 부합하기 위한 SIA의 우선순위 설정 작업에 도움이 됩니다.

이 프레젠테이션에서 참석자들은:

- 집단 영향력 증대를 위한 SIA의 전략 방향을 이해합니다.
- 변화의 필요성, 그리고 현재 어떻게 변화하고 있는지 파악합니다.
- 지금까지 거둔 성과에 대해 알게 됩니다.

12:00pm 리전: 드림 프로그램 성장을 위한 우리의 역할
Lori Blair, 프로그램 서비스 부문 선임 디렉터

리전 임원은 드림 프로그램을 통해 더 많은 여성 및 소녀들을 돕기 위한 우리 단체의 전략 방향을 이끌고 우리의 목표를 지원해 주는 데 있어 핵심적인 역할을 수행합니다. 우리의 변화 및 여러분이 할 수 있는 일을 적극 지원하기 위해 몇몇 리전들이 펼친 활동을 소개합니다.

이 프레젠테이션에서 참석자들은:

- 클럽들이 드림 프로그램을 통해 여성 및 소녀들을 돕는 활동을 확대할 수 있도록 리전이 클럽들을 돕고 용기를 북돋는 것이 얼마나 중요한지 이해합니다.
- FY19/20 리전 전략 계획을 위한 전술을 파악합니다.
- 리전 총재단과 차기 총재단을 서로 연결시켜 줌으로써 리전의 유사한 도전과제들을 함께 해결해 나갈 수 있도록 합니다.

12:15am 오찬 – [참고: 오찬 시간 전에 총재단 단체사진 촬영](#)

1:25pm 회원 수 증대 및 임원진 강화

Ilesha Brown, 회원 관리 및 리더십 개발 부문 선임 디렉터

회원들은 SIA가 드림 프로그램을 운영할 수 있도록 도움을 제공합니다. 회원들이 앞으로 SIA 임원으로 성장하고 앞장서서 우리의 집단 영향력을 증대시켜 나가는 것이야말로 2021-2031년도 원대한 목표 달성을 준비해 나가는 과정에서 지대한 공헌을 합니다.

이 프레젠테이션에서 참석자들은:

- SIA의 FY19/20 활동 계획에 대해 배웁니다.
- FY18/19 다이아몬드 캠페인 현황을 듣습니다.
- FY19/20 리전 전략 계획을 위한 전술을 파악합니다.

1:45pm 국제적, 지역적으로 대외인지도 제고하기

Darlene Friedman, 마케팅 커뮤니케이션 부문 선임 디렉터

SIA의 대외인지도 제고 목표가 무엇인지 살펴보고, 본부가 지역별 클럽/리전을 도와주는 동시에 본부 자체의 글로벌 인지도를 높이기 위해 어떤 활동을 벌이는지 알아봅니다. 이 세션에서는 드림 프로그램을 중심으로 우리의 대외인지를 높이는 방안, 이를 가능하게 해 주는 다양한 도구, 그리고 본부에서 제공하는 도움에 대해 살펴봅니다.

이 프레젠테이션에서 참석자들은:

- SIA의 대외인지도 제고 목표가 무엇인지, 그리고 이 목표를 달성하는 것이 SIA의 전체적인 성공에 있어 왜 중요한지 이해합니다.
- LiveYourDream.org가 어떤 역할을 하는지 이해합니다.
- 본부에서 제공할 수 있는 도구 및 지원에 대해 알아봅니다.
- 대외인지도가 제고되면 어떤 실질적인 효과가 있는지, 특히 회원 모집에 어떤 영향을 미치는지 이해합니다.

2:05pm 함께하면 더 좋습니다: 조직의 성공을 위한 탄탄한 관계 구축하기

Angel Serrano, 개발 부문 디렉터

기금 개발이라는 목표를 위해 SIA 사명을 널리 알리는 홍보대사로 활동하든, 외부로부터 기부를 유치하든 우리 구성원 각자가 한몫을 담당해야 합니다.

이 프레젠테이션에서 참석자들은:

- 기부금의 용도에 대해 이해합니다.
- 리전 기금조성 의장/기금조성 위원회의 관계에 대해 이해합니다.
- 100주년 기념 캠페인에 대한 소개 정보를 듣습니다.
- 기업 자선활동의 역할에 대해 이해합니다.

2:25pm 휴식시간

2:40pm 다음번 원대한 목표를 위해 조직 동원하기
Lori Blair, 프로그램 서비스 부문 선임 디렉터

2021-2031년도 원대한 목표는 다음 세기의 첫 10년간 우리가 주력할 활동 내용입니다. 하지만 더욱 강인한 조직을 만들고자 추진 중인 회원 수 증대, 기부금 유치, 대외인지도 제고 등 모든 활동은 결국 우리의 대담하고 원대한 목표를 달성하는 밑거름이 됩니다.

이 프레젠테이션에서 참석자들은:

- 우리의 전략 계획과 미래 방향이 서로 어떻게 연계되는지 이해합니다.
- 지금의 활동과 주력 분야가 결국 미래의 성공을 거두는 밑거름이 됨을 인식하고 이를 회원들에게 널리 알릴 수 있게 됩니다.
- FY19/20 리전 전략 계획을 위한 전술을 파악합니다.

2:50pm 리전 전략 계획 수립
Stephanie Smith, 노스웨스턴 리전 전직 총재

총재는 리전 활동의 길잡이가 되며 우리 단체의 전략 달성에 도움되는 전술을 SIA 본부에서 제작한 리전 전략 계획 템플릿을 활용해 개발하고 이를 작성해 제출해야 합니다. 또한 총재는 SIA 이사회에서 정한 목적과 목표 및 전략을 달성하는 데 기여할 전술을 개발해야 할 의무도 있습니다. 그리고 차기 총재, 리전 의장 및 리전의 기타 임원을 포함한 리전 이사회 전체의 참여를 이끌어 내야 합니다.

이 프레젠테이션에서 참석자들은:

- 전략과 관련 요인들 간의 유기적인 연계가 중요함을 이해합니다.
- 구체적이고, 측정 및 달성 가능하며, 실질적이고, 단계별 일정이 정해진 전술을 개발하는 방법에 대해 배웁니다.

3:40pm 휴식시간

3:55pm 리전 전략 계획 수립 (계속)
Stephanie Smith, 노스웨스턴 리전 전직 총재

4:25pm 소롭티미스트 창립 100주년을 자축합니다!
Lisa Mangiafico, 정보 서비스 부문 선임 디렉터

오는 2021년은 여성 단체인 소롭티미스트의 창립 100주년이 되는 역사적인 해입니다. 앞으로 2021년 이후에 더 큰 성공을 거두는 토대가 될 지난 100년간의 훌륭한 활동을 어떻게 기념할지 대해 자세히 알아보겠습니다.

이 프레젠테이션에서 참석자들은:

- 창립 100주년이 단순히 과거를 기념하는 행사가 아니라 미래를 준비하는 계기가 되는 이유에 대해 듣습니다.
- SIA 산하 리전, 클럽 및 회원들이 100주년 기념에 어떻게 동참할 수 있는지 알아봅니다.
- 샌프란시스코에서 개최될 100주년 글로벌 기념 행사에 관한 최신 소식을 듣는 한편, 회원들이 이 특별한 행사에 직접 또는 온라인으로 참여하는 방법을 소개합니다.

4:40pm GRT 1일차 정리 세션

Stephanie Smith, 노스웨스턴 리전 전직 총재

2일차: 2019년 6월 24일(월)

9:00am 환영인사

Tina Wei-Kang Pan, SIA 차기 회장

9:05am 오늘의 생각

Kristin Chorbi, 파운더 리전 차리 총재

9:10am 다양성, 평등, 포용성 어디에서 시작하고, 어디로 가야 할까?

Darryl A. Jackson, MBA, CAE, 공인회계사(CPA) 뉴욕 주 협회 회원 모집 및 참여 부문 디렉터

어느 단체든 다양성, 평등, 포용성이라는 덕목을 갖춰야 성공한다는 오랜 믿음이 있었습니다. 그 이유는 무엇일까요? 점차 문화적으로 다양해지고 물리적으로나 가상 환경에서 서로 연결되는 글로벌 단체로 성장 중인 우리는 앞으로 다름을 인정하고, 각자의 견해를 존중하고, 누릴 자격이 있는 누구에게나 평등한 기회를 제공하는 것이 점점 더 중요해질 것입니다.

이 프레젠테이션에서 참석자들은:

- 속단이나 무의식적인 편견의 본질을 들여다 봅니다.
- 이같은 것들이 왜 존재하는지 따져봅니다.
- 또한 이를 어떻게 인지하고, 어떤 긍정적인 조치를 취할 수 있는지 알아봅니다.

9:55am 휴식시간

10:10am 다양성, 평등, 포용성 (계속)

Darryl A. Jackson, MBA, CAE, 공인회계사(CPA) 뉴욕 주 협회 회원 모집 및 참여 부문 디렉터

10:55am 휴식시간

11:10am 핵심 메시지

Stephanie Smith, 노스웨스턴 리전 전직 총재

우리는 우리 단체가 나아갈 방향에 대해 회원들이 이해하고 그 방향에 대해 자신있게 이야기할 수 있도록 도와 드리는 핵심 메시지를 마련했습니다.

이 프레젠테이션에서 참석자들은:

- 우리 단체가 전하고자 하는 핵심 메시지를 이해합니다.
 - 이 메시지를 자신있게 주위에 전달하는 방법을 연습합니다.
-

12:10pm 오찬 – [참고: 오찬 시간 전에 차기 총재단 단체사진 촬영](#)

1:25pm 미래 설계 상 패널

진행자: *Stephanie Smith*, 노스웨스턴 리전 전직 총재

SIA에서는 집단 영향력을 증대한다는 내용의 원대한 목표에 기여한 리전에게 미래 설계 상을 수여합니다.

이 상은 리전의 이같은 활동을 널리 알리고 축하하는 기회가 됩니다. 역대 수상 리전들로부터 어떤 훌륭한 활동을 펼쳤는지 그 경험담을 직접 들어보시기 바랍니다!

이 프레젠테이션에서 참석자들은:

- 1등상을 받은 리전 총재들로부터 우리 연맹 곳곳에서 펼쳐는 효과적인 활동에 대해 배웁니다.
 - 각자 리전에서 대표적으로 배울 점을 습득하고 성공적인 활동을 본따 실천합니다.
-

2:25pm 휴식시간

2:40pm 자원봉사자와의 활동 시 임원이 지켜야 할 사항에 관한 정책

Lisa Mangiafico, 정보 서비스 부문 선임 디렉터

자원봉사자와의 활동 시 임원이 지켜야 할 사항에 관해 SIA가 제정한 정책은 리전 임원들이 리전 내 활동에 참여하면서 따라야 할 행동 규약이라 할 수 있습니다. 만일 리전 임원에게 행동, 기밀 준수 또는 이해관계 충돌 관련 문제가 발생한 경우에는 엄정한 조사 후에 해당 임원을 면직시키는 절차가 바로 이 정책에 나와 있습니다.

이 프레젠테이션에서 참석자들은:

- 이 SIA 정책 내용, 정책 문서가 게시된 위치, 이 정책이 중요한 이유에 대해 알게 됩니다.

2:55pm 클럽들의 투표 하나하나가 소중합니다: 전자투표제 도입

Lisa Mangiafico, 정보 서비스 부문 선임 디렉터

SIA 이사회에서는 SIA 차기 회장을 선출하는 2020년 2월 선거를 시작으로 연맹 선거에 전자투표제를 도입하기로 결정했습니다. 이 세션에서는 SIA가 전자투표제를 어떻게 실시하는지 보다 자세히 다룹니다.

이 프레젠테이션에서 참석자들은:

- 전자투표가 무엇인지 이해합니다.
- SIA에서 언제, 어떻게 전자투표를 사용할지 알아봅니다.
- 리전마다 소속 클럽들이 전자투표를 통해 성공적으로 선거를 치를 수 있도록 어떤 조치를 취해야 하는지 살펴봅니다.

3:10pm 예산 기획 훈련소

Ilesha Brown, 회원 관리 및 리더십 개발 부문 선임 디렉터

리전이 건강한 재정 여건을 갖추려면 미래 예측, 예산 수립, 성과라는 세 요소 사이의 역학관계와 상호관계를 이해해야만 합니다. 바로 그것이 리전의 성패를 결정짓습니다. 이 세션에서는 예산 수립의 기초를 처음부터 끝까지 다루고, 재무 정보를 이사회에 보고하고 재무 정보를 비율 분석하는 방법에 대해 알아봅니다.

이 프레젠테이션에서 참석자들은:

- 기획 과정에 있어 예산 수립의 중요성에 대해 이해합니다.
- 재무 관리 기법과 자원 관리에 대해 배웁니다.
- 리스크와 기회를 파악합니다.

3:30pm 휴식시간

3:45pm 변화 관리

Stephanie Smith, 노스웨스턴 리전 전직 총재

SIA는 미래에도 지속가능한 단체로 존립하기 위해 계속 진화와 변화를 모색하고 있습니다. 물론 변화 자체가 버거운 때도 있지만 리전 총재 및 차기 총재들은 변화의 주역이 되고 다른 임원들에게 모범이 되고자 노력하고 있습니다.

이 프레젠테이션에서 참석자들은:

- 왜 변화가 필요한 상황이 있는지 이해합니다.
- 변화 관리에 대해 효과적으로 역설할 수 있는 사람이 되는 방법을 배웁니다.
- 변화의 주역으로서 나 자신부터 변화를 수용하는 태도를 갖추는 방법을 배웁니다.

4:30pm **GRT 2일차 정리 세션 및 평가**
Stephanie Smith, 노스웨스턴 리전 전직 총재

4:50pm 폐회
Tina Wei-Kang Pan, SIA 차기 회장



Strong Roots, Strong Regions

2019 Governors Round Table Presenters

Soroptimist Leadership

Elizabeth di Geronimo Annicchiarico, 2018-2019 SIA President*

Tina Wei-Kang Pan, 2019-2020 SIA President*

Penny Babb, 2019-2020 SIA President-elect*

Facilitator

Stephanie Smith, Immediate Past Governor of Northwestern Region*

Guest Presenter

Darryl A. Jackson, MBA, CAE, Director of Member Acquisition and Engagement, New York State Society of Certified Public Accountants, djackson@nysscpa.org

Staff

Elizabeth M. Lucas, Executive Director & CEO, elizabeth@soroptimist.org

Lori Blair, Senior Director, Program Services, lori@soroptimist.org

Iesha Brown, Senior Director, Membership and Leadership Development, iesha@soroptimist.org

Darlene Friedman, Senior Director, Marketing Communications, darlene@soroptimist.org

Lisa Mangiafico, Senior Director, Information Services, lisa@soroptimist.org

Angel Serrano, Director, Development, angel@soroptimist.org

Other Staff in Attendance

Erica Cheslock, Director, Donor Relations, erica@soroptimist.org

Jaclyn Schrauger, Director, Program, jaclyn@soroptimist.org

Linda M. Still, Director, Meetings, lindas@soroptimist.org

Nicole Simmons, Manager, Membership & Leadership Development, nicole@soroptimist.org

*= Log in to access our member directory:

https://members.soroptimist.org/SIA/Sign_In.aspx?ReturnURL=%2FSIA%2FClub_Roster%2FClub_Main.aspx

Soroptimist International of the Americas 2018-2020 Region Governors

GRT 2019
Resource 4

Access our member and leader directory here:

https://members.soroptimist.org/SIA/SignIn.aspx?ReturnURL=%2FSIA%2FClub_Roster%2FClub_Main.aspx

Soroptimist International of the Americas 2020-2022 Region Governors

GRT 2019
Resource 5

Access our member and leader directory here:

https://members.soroptimist.org/SIA/SignIn.aspx?ReturnURL=%2FSIA%2FClub_Roster%2FClub_Main.aspx



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

2019-2020 Governors Calendar

September 2019

- 1 Late fee of \$150 for any clubs that have not paid 2019-2020 dues
- 2 Headquarters office closed (Labor Day in U.S.)
- 5 On or about this date, overdue 2019-2020 federation dues letters mailed to clubs
- 15 Deadline for all Electoral Area Board Nominations to be received by headquarters (in regions electing this year)
- 15 Deadline for all Fundraising Council Nominations to be received by headquarters

October 2019

- 1 Club Charter forfeiture if 2019-2020 dues not paid
- 3 Founders Day
- 7 Region Conference Planning & Succession Planning on-demand webinar available
- 25-27 Fundraising Council Meeting, Philadelphia, PA
- 31 Mail ballot sent for federation board members in region electing this cycle
- 31 Copy of your region's year-end financial statements and current year budget due to SIA's Chief Operating & Financial Officer

November 2019

- 1 2019-2020 Soroptimist Celebrating Success Award region recipients and transmittal due to Headquarters at program@soroptimist.org
- 4 Healthy Regions on-demand webinar available
- 15 *Live Your Dream Awards* application deadline
- 15 US Clubs: Form 990 due to IRS no later than this date (Clubs with July 1-June 30 fiscal year)
- 16 Ballots for Soroptimist International President due at headquarters
- 28-29 Headquarters office closed (Thanksgiving Holiday in U.S.)
- Also This month, governors should contact their Official Visitor to acknowledge their region conference assignment

December 2019

- 3 Giving Tuesday
- 10 Human Rights Day: SI December 10th Appeal
- 24-25 Headquarters office closed (Christmas)
- 31 Headquarters office closed (New Year's)

January 2020

- 1 Headquarters office closed (New Year's)
- 1 *Best for Women* content submission deadline
- 6 Board ballots due at headquarters from regions electing this cycle
- 20 Headquarters office closed (Martin Luther King Jr.'s birthday in U.S.)
- 27 Strategic Planning and Succession Planning on-demand webinar available
- Also This month, governors should contact their Official Visitor to review expectations for region conference visit

February 2020

- 1 *Live Your Dream Awards* new club funding paperwork due to headquarters
- 1 *Live Your Dream Awards* club transmittals due to district (in regions with district judging)
- 6-9 SIA Board of Directors Meeting, Philadelphia, PA
- 15 *Live Your Dream Awards* club transmittals due to region
- 17 Headquarters office closed (President's Day in U.S.)
- 19 Headquarters sends request to regions for Healthy Region Brief data
- 21 By this date, communicate to club presidents and treasurers the importance of budgeting 10% for Club Giving
- 28 Electronic ballot for SIA 2020-2021 President-elect opens; information sent to club email address

March 2020

- 1 Soroptimist Club Grants for Women and Girls applications due to headquarters
- 1 Mail ballot for SIA 2020-2021 President-elect sent to clubs
- 1 Call to Conference due to Jill Groves, Executive Associate, at jill@soroptimist.org
- 8 Due date for Healthy Region Brief data to be entered into the online web portal
- 8 International Women's Day

- 9 Spotlight on Programs and Philanthropy on-demand webinar available
- 15 *Live Your Dream Awards* region reporting and recipient applications due to headquarters
- 15 Convention Fee due to SIA
- 30 President-elect election closes

April 2020

- 18 Renew Region D&O insurance policy anytime between this date and May 18 (US & Canadian Regions only)

May 2020

- 1 Dates and locations of 2021 region conferences due to headquarters
- 2 President-elect ballots due at headquarters
- 16 2020-2021 dues payment information sent from headquarters this week
- 18 Region D&O insurance policy renewal date (US & Canadian Regions only – note, coverage will lapse unless insurance premiums are paid and annual enrollment form submitted)
- 25 Headquarters office closed (Memorial Day in U.S.)
- 31 Club Giving and Founders Pennies contributions due at headquarters for inclusion in 2020 recognition
- 31 “Diamond Campaign: Shining Our Way to the 2nd Century” campaign phase 2 ends
- 31 Shaping the Future Award Entries due to Jill Groves, Executive Associate at jill@soroptimist.org
- 31 2020-2022 Region Chair appointments due to Jill Groves at jill@soroptimist.org

June 2020

- 1 Diamond Campaign: Shining Our Way to the 2nd Century phase 3 begins
- 1 *Dream It, Be It* online club reporting due to headquarters

July 2020

- 1 2020-2021 Dues, Form 200 – New Officer information due at headquarters
- 1 2019-2020 Soroptimists Celebrating Success Award entries due to region
- 1 *Best for Women* content submission deadline
- 1 (*Ongoing*) Copies of contracts over \$10,000 and management liability insurance policy, required by the regions, due to SIA’s Chief Operating & Financial Officer
- 3 Headquarters office closed (in observance of July 4 Independence Day holiday in U.S.)
- 18 SIA Board of Directors Orientation, Bellevue, Washington, USA

- 19-21 SIA Board of Directors Meeting, Bellevue, Washington, USA
- 22-25 46th Biennial Convention, Bellevue, Washington, USA
- 26-27 SIA Governors Round Table, Bellevue, Washington, USA

August 2020

- 1 *Live Your Dream Awards* online application opens
- 1 Late fee of \$100 for any club that has not yet paid 2020-2021 dues
- 1 Solicitation letters to clubs for nominations for Federation Board (in regions electing this upcoming cycle) and to all clubs for Fundraising Council
- 10 Soroptimist Club Grant impact reports due from clubs that received 2019-2020 funds



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SOROPTIMIST INTERNATIONAL OF THE AMERICAS

SIA Headquarters Support: Contacts

Your SIA headquarters staff are ready and able to assist you, your leadership team, and clubs and members. Please contact the following staff who can provide support, service, and guidance.

General Questions

For example, locating materials or logging in to the SIA website, or technical problems with the website; paying dues and updating club rosters; change of address; using the club email system, etc. Also, SIA database exports for sending emails, calls to conferences, etc. in your region.

Linda Lewis, Membership Services Assistant
siahq@soroptimist.org or 215-893-9000 ext.117

Kelsey Levering, Membership Services Assistant
siahq@soroptimist.org or 215-893-9000 ext.100

Other Questions/Assistance

If you need more specialized assistance with more complex questions in the areas below, don't hesitate to reach out.

Big Goal/Program Strategy

Lori Blair, Senior Director, Program Services
lori@soroptimist.org or 215-893-9000 ext.114

Dream Programs

Jaclyn Schrauger, Director, Program
jaclyn@soroptimist.org or 215-893-9000 ext.113

Finance and Risk Management

Chief Operating & Financial Officer
215-893-9000 ext.126

Governance, Elections, History, and 501(c)(3)

Lisa Mangiafico, Senior Director, Information Services
lisa@soroptimist.org or 215-893-9000 ext.107

Leadership Development

Iesha Brown, Senior Director, Membership & Leadership Development
iesha@soroptimist.org or 215-893-9000 ext.115

Nicole Simmons, Manager, Membership & Leadership Development
nicole@soroptimist.org or 215-893-9000 ext.139

LiveYourDream.org

Alyssa Ketterer Marshall, Director, LiveYourDream.org
alyssa@soroptimist.org or 215-893-9000 ext.118

Karen Rauppis, Associate Manager, LiveYourDream.org
karen@soroptimist.org or 215-893-9000 ext.129

Media Inquiries

Darlene Friedman, Senior Director, Marketing Communications
darlene@soroptimist.org or 215-893-9000 ext.128

Kamali Brooks, Associate Director, Communications
kamali@soroptimist.org or 215-893-9000 ext.130

Membership

Iesha Brown, Senior Director, Membership & Leadership Development
iesha@soroptimist.org or 215-893-9000 ext.115

Allison Sylvester, Associate Manager, Membership
allison@soroptimist.org or 215-893-9000 ext.110

Philanthropy and Fundraising

Nancy Montvydas, CFRE, Senior Director, Development
nancym@soroptimist.org or 215-893-9000 ext.125

Public Relations and Social Media

Kamali Brooks, Associate Director, Communications
kamali@soroptimist.org or 215-893-9000 ext.130

Difficult or sensitive circumstances, strategic priorities, etc.

Please contact your senior leadership team for assistance.

Lori Blair, Senior Director, Program Services
lori@soroptimist.org or 215-893-9000 ext.114

Iesha Brown, Senior Director, Membership & Leadership Development
iesha@soroptimist.org or 215-893-9000 ext.115

Darlene Friedman, Senior Director, Marketing Communications
darlene@soroptimist.org or 215-893-9000 ext.128

Lisa Mangiafico, Senior Director, Information Services
lisa@soroptimist.org or 215-893-9000 ext.107

Nancy Montvydas, CFRE, Senior Director, Development
nancym@soroptimist.org or 215-893-9000 ext.125

Chief Operating & Financial Officer
215-893-9000 ext.126

Sunday, June 23, 2019

Thought for the Day

Given by Laurel Lanham, Governor of Desert Coast Region

Good Morning,

When I reflected on our Governors Roundtable theme “Strong Roots, Strong Regions” two things came to mind, the strength and courage of women to overcome obstacles and lessons from the poem “Oh Mighty Oak”.

Stand tall, oh mighty oak, for all the world to see.

Your **strength** and undying beauty forever amazes me.

Though storm clouds hover above you,

Your branches span the sky

In search of the radiant sunlight you

Count on to **survive**.

When the winds are high and restless and

You lose a limb or two,

It only makes you **stronger**.

We could learn so much from you.

Though generations have come and gone

And brought about such change,

Quietly you’ve watched them all,

Yet still remained the same.

I only pray God gives to me

The **strength** he’s given you

To face each day with **hope**,

Whether skies are black or blue.

Life on earth is truly a gift.

Every moment we must treasure.

It’s the simple things we take for granted

That become our ultimate pleasures.

A tree bends and sways gracefully when the wind blows against it. It does not stand rigid. It does not push back. It needs the wind to survive. The tree accepts the strong wind so its roots can grow deeper and stronger while the tree grows taller.

Strong and resilient like the mighty oak, women face each day with hope of a better life for themselves and their families.

Our experiences develop our character and deepen our spiritual roots. When women grow deep, we too, stand tall.

Thank you!



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

SIA Region Governor Position Description

A. Area of Responsibility

The Soroptimist International of the Americas (SIA) region governor is the chief administrative officer of SIA's region. The region governor serves as the team leader to ensure the region strengthens and supports clubs as they carry out the strategic direction of SIA. The region governor's responsibilities are designed so that faithful performance of duties ensure regions and clubs:

- Are financially sound.
- Have leadership succession plans in place.
- Have an understanding of SIA's vision, mission, core values and strategic direction.
- Participate in our global Soroptimist Dream Programs - Live Your Dream: Education and Training Awards for Women and Dream It, Be It: Career Support for Girls.
- Recruit and retain members; and deliver a civil and engaging member experience.
- Increase public awareness of Soroptimist's social change efforts to economically empower more women and girls who face obstacles such as poverty, violence and teen pregnancy through our Dream Programs in the clubs' local communities.
- Increase contributions from clubs and individual members within the region to financially support our global Soroptimist Dream Programs.

B. Goals

- **Impact.** Together, we will provide a sustainable impact on the lives of women and girls who face obstacles such as poverty, violence and teen pregnancy.
- **Engagement.** Members and supporters will find value through engagement with our mission.
- **Recognition.** We will be recognized for the impact of our Dream Programs.
- **Philanthropy.** Donors will fully fund our Dream Programs.
- **Future.** We will enter our second century able to serve more women and girls through our Dream Programs.

C. Specific Duties

Specific duties are based on our procedures for Soroptimist International of the Americas and the strategies outlined in our federation's strategic plan. In general, in addition to the duties that may be outlined in SIA's bylaws, policies and procedures related to regions, SIA region governors are expected to:

Operations

- Communicate the importance of maintaining civil, vibrant, and dynamic clubs that provide service relevant to our federation's strategic direction.
- Support the partnership between clubs, districts, regions and headquarters for increased collective impact.
- Provide support to clubs in carrying out our strategic direction.
- Ensure the region meets the Healthy Region Guidelines.
- Host at least one region conference annually and provide call to conference to SIA Headquarters and official visitor at the same time as provided to clubs.
- Attend Governors Round Table, once as SIA governor-elect and twice as SIA governor.
- Submit entries for the region recognition program - Shaping the Future Award.
- Submit entries for the club recognition program Soroptimist Celebrating Success Awards.
- Participate in web-based and/or audio informational and training sessions hosted by SIA Headquarters.
- Adhere to "Fundraising by Regions" as described in the federation procedures.
- Secure appropriate insurance coverage for the region to mitigate risk as described in federation procedures.
- Provide training to clubs and members in administrative, programs, fundraising, public awareness, and membership activities.
- Identify and develop new region and club leaders.
- Appoint and direct region chairs to meet their responsibilities as outlined in each of their position descriptions.
- Guide and mentor the region governor-elect to ensure a smooth transition.

Membership

- Promote recruitment and retention of members.
- Direct the chartering efforts of new clubs in the region.
- In conjunction with the region membership chair, supervise the disbanding of any club, as outlined in the federation procedures of disbanding.
- Ensure clubs with fewer than the recommended 12 or more members receive counsel and assistance with recruitment and member engagement efforts.

Programs

- Promote participation and provide support to clubs in carrying out the Soroptimist Dream Programs.
- Encourage the clubs in the region to annually provide Live Your Dream Awards and provide additional

support to their recipients.

- Encourage clubs to participate in Dream It, Be It and/or support other clubs that are participating.
- Encourage clubs to participate in the Working as One exercise, use the Decision Tree tool to analyze their work and create an action plan to align their work with SIA's strategic direction.

Public Awareness

- Become familiar with and regularly encourage clubs to use the public relations and branding resources available on the SIA website.
- Educate clubs on the benefits of collective branding efforts.
- Remind clubs and region leadership to use the S logo on all Soroptimist materials and in communication channels.
- Disseminate information, news and resources to clubs as provided by SIA Headquarters.

Fundraising

- Promote a culture of philanthropy among clubs and individual members to give for the benefit it will provide women and girls who face obstacles, through our Dream Programs.
- Encourage contributions to our organization to exponentially serve more women and girls.

D. Eligibility Requirements and Qualifications

In addition to what is stated in the SIA bylaws, policies and procedures related to regions, the following are eligibility requirements for the position:

- Be a member in good standing in their club.
- Cannot hold any other elected offices at any level of the organization, including appointments to the Fund Development Council or Soroptimist International.
- Have an active email account that is regularly checked and reported to SIA.
- Attend and participate in web-based and/or audio informational and training sessions and annual face-to-face meetings with federation leadership and SIA Headquarters.

Qualifications:

Because a governor holds the key leadership position within the region and serves as the main link between the federation board, SIA Headquarters and clubs, she will:

- Be dedicated to our mission.
- Understand, support, align with and advance SIA's strategic plan.
- Have the ability to be an articulate spokesperson for Soroptimist.
- Possess leadership skills including but not limited to critical thinking, flexibility, delegating, and problem solving.

E. Planning and Finance Reporting Requirements

Using the SIAHQ provided region strategic plan template, Governors are responsible for submitting their region's tactics to guide their efforts and further our strategic direction. Governors are asked to develop tactics that will achieve the goals, objectives and strategies set forth by SIAs Board of Directors. Governors should engage their region board of directors, region chairs, and other region leadership to develop tactics. Tactics developed should be specific, measureable, attainable, realistic and time-based. Governors are responsible for submitting their region's strategic plan to SIA Headquarters by the deadline requested.

All regions are required to provide SIA Headquarters with their year-end financial statements 60 days following their year-end. These financial statements will include a balance sheet showing assets, liabilities and net worth and a detailed income statement reflecting the activities of the current year. Their current year's budget with all activities including region conference must also be submitted with the financial statements.

All regions based in the US, its territories and Canada are required to provide SIA Headquarters CO&FO with a copy of any future contracts with a value of \$10,000 or more at the time of execution.

F. Region Conferences

Agenda. Region conferences, which typically take place annually in March, April, and May, are a time for members to gather for friendship, fellowship, and learning. SIA will provide content to be presented at region conferences by the region chairs, in addition to the Official Visitor Speech. This will allow for consistent messaging to be delivered at meetings to the entire membership body. Governors are responsible for allocating time for the following content to be delivered during region conferences:

- 20 minutes: Official Visitor Speech
- 10-20 minutes: Region Program Chair Presentation
- 10-20 minutes: Region Fundraising Chair Presentation
- 10-20 minutes: Region Public Awareness Chair Presentation
- 10-20 minutes: Region Membership Chair Presentation

Official Visits. Region conferences are an opportunity for "Official Visits" to each region from members of the SIA board, other SIA leaders and/or staff. Refer to the Official Visits Guide for further information about these visits. The Guide can be found in the Governors section of the website. SIA Governors should connect with their Official Visitor no later than January 1 to discuss travel logistics and any other important conference information.

Healthy Region Conversation. Healthy regions are pivotal to SIAs overall success. SIAs Board of Directors establishes the criterion for healthy regions and sets goals for regions annually. Region conferences are an opportunity for an SIA director (also your region's official visitor) to discuss regions' progress toward these goals and overall health region criterion. Governors are responsible for responding to requests for information used

to facilitate the Healthy Region Conversation by the deadline requested. Governors are responsible for scheduling 90 minutes during the region board meeting to hold the Healthy Region Conversation.

G. Monitoring and Other Reporting

- Region performs a self-evaluation against the Guidelines for a Healthy Region for all criteria points where SIA Headquarters does not collect data.
- Discussion of the region brief provided by SIA Headquarters. The official visitor will note areas where the SIA region is excelling and areas that are of concern. In the second year of the biennium, the review must take place between the official visitor, the current region board and the incoming region board of directors. A confidentially form will be necessary if the incoming board has not been elected.
- The official visitor reports to the federation board with recommendations for any next steps.
- The region governor shall receive a letter from the federation board indicating follow-up and expectations for the up-coming year.
- The region leadership should address the federation board's expectation in their strategic plan tactics/activities.



여성과 소녀들에게 가장 효과적인 빈곤퇴치 방안인
교육의 기회를 제공해 경제적 자구능력을 키워 주는
국제 자원봉사 단체

국제 소롭티미스트 미주연합회

SIA 리전 총재 직무 설명

A. 책임 영역

국제 소롭티미스트 미주협회(SIA) 산하의 리전 총재는 SIA 리전의 최고행정책임자로, 클럽들이 SIA의 전략 방향을 잘 수행하도록 이들을 강화, 지원하는 데 리전이 그 역할을 다할 수 있도록 이끄는 직위입니다. 리전 총재의 역할은 주어진 임무를 성실히 수행함으로써 리전과 클럽들이 다음을 이룩할 수 있도록 하는 것입니다.

- 건전한 재정 상태를 유지합니다.
- 임원직의 성공적인 승계를 위한 승계계획을 갖춥니다.
- 우리의 글로벌 드림 프로그램인 리브 유어 드림: 여성을 위한 교육 훈련 상, 드림 잇 비 잇: 소녀들을 위한 장래 직업 지원에 적극 참여합니다.
- 회원 모집 및 유지에 힘쓰고 회원들의 적극적인 활동과 참여를 도모합니다.
- 빈곤, 폭력, 청소년 임신 등 역경에 처한 더 많은 수의 여성 및 소녀들을 위해 소롭티미스트가 클럽들의 지역사회별 드림 프로그램을 통해 경제적 자구능력을 키워 주고자 실천 중인 사회 변화 노력을 보다 널리 알립니다.
- 소롭티미스트의 글로벌한 드림 프로그램 재정 지원을 위해 리전 내 클럽 및 회원 개개인으로부터 받는 기부 규모를 늘립니다.

B. 목적

- 영향력. 빈곤, 폭력, 청소년 임신 등 역경에 처한 여성 및 소녀들의 삶을 탈바꿈시키는 지속 가능한 영향력을 발휘하기 위해 하나로 단결합니다.
- 동참. 회원과 서포터들이 우리 사명에 동참하면서 진정한 가치를 느낍니다.

- 대외인지도. 드림 프로그램이 발휘하는 영향력을 기반으로 대외인지를 높입니다.
- 자선기부. 드림 프로그램 운영자금은 자선기부금으로 전액 충당합니다.
- 미래. 다음 세기에는 드림 프로그램을 통해 더 많은 여성과 소녀들을 도울 수 있는 역량을 갖추는 것입니다.

C. 구체적 의무

구체적 의무는 미주 국제 소롭티미스트를 위한 우리의 절차, 그리고 우리 연맹의 전략 계획에 소개된 우리 단체의 전략에 기초합니다. 일반적으로, SIA 리전 총재는 SIA 정관, 정책 및 절차에서 리전과 관련된 부분에 언급된 의무에 더해 다음과 같은 의무를 지닙니다.

운영

- 우리 연맹의 전략 방향에 맞는 서비스를 제공하면서 상호 존중과 활력을 지닌 역동적인 클럽을 유지하는 일이 중요하다는 점을 널리 알립니다.
- 집단 영향력 증대를 위해 클럽, 지구, 리전, 본부 간에 파트너십이 형성되도록 지원합니다.
- 클럽들이 우리 사명과 전략 방향을 잘 수행하도록 도움을 제공합니다.
- 리전이 건강한 리전 운영 지침에 부합할 수 있도록 합니다.
- 최소한 해마다 리전 총회를 개최하고, 클럽들에게 총회 참석을 요청함과 동시에 SIA 본부 및 공식 방문자에게도 참석을 요청합니다.
- 총재 원탁회의에 SIA 차기 총재 신분으로 1회, SIA 총재 신분으로 2회 참석합니다.
- 리전의 시상 프로그램인 미래 설계 상(Shaping the Future Award) 응모자 명단을 제출합니다.
- 클럽의 시상 프로그램인 소롭티미스트 성공 축하 상 응모자 명단을 제출합니다.
- SIA 본부에서 웹이나 오디오로 진행되는 정보 및 교육 세션에 참여합니다.
- 연맹 절차에 기술된 “리전의 기금 조달”을 적극 실천합니다.
- 연맹 절차에 기술된 바와 같이 리전이 처할 수 있는 위험을 경감시키는 데 적합한 보험 보장을 확보합니다.
- 클럽과 회원들에게 행정, 프로그램, 기금 조달, 대외 홍보, 회원 활동에 관한 교육을

제공합니다.

- 리전 및 클럽의 지도자를 새로 발탁합니다.
- 리전 의장을 임명하고 지도하여 이들이 해당 직무 설명에 소개된 책임을 실천하도록 합니다.
- 리전 차기 총재가 앞으로 총재직을 성실히 수행할 수 있도록 지도하고 멘토링을 제공합니다.

회원 모집 및 유지

- 회원 모집 및 유지에 힘을 쏟습니다.
- 리전 내 클럽 신설 노력에 길잡이가 됩니다.
- 클럽이 해체될 경우, 리전 회원관리 의장과의 협력을 통해 연맹의 클럽 해체 절차에 소개된 대로 해체 과정을 감독합니다.
- 회원 수가 권장 인원인 12명에 못 미치는 클럽이 회원 모집과 회원 활동 참여 노력에 관한 카운셀링과 도움을 받을 수 있도록 조치합니다.

프로그램

- 클럽들이 소롭티미스트 드림 프로그램을 잘 수행할 수 있도록 이들의 참여를 독려하고 도움을 제공합니다.
- 리전 내 클럽들이 리브 유어 드림 상을 매년 실시하고 수상자들에게 추가 도움을 제공할 수 있도록 독려합니다.
- 클럽들이 드림 잇, 비 잇에 참여하도록 독려하고, 이미 참여 중인 클럽들에게는 도움을 제공합니다.
- 클럽이 "하나로 단결해 활동하기" 활동에 참여하고, 의사결정 나무 도구를 사용해 활동 내용을 분석하며, SIA의 전략 방향에 맞는 활동 계획을 세울 수 있도록 독려합니다.

대외인지도

- SIA 웹사이트에서 제공하는 홍보 및 브랜딩 도움자료를 숙지하는 한편 클럽들이 이들 자료를 늘 사용하도록 정기적으로 독려합니다.
- 우리의 집합적인 브랜딩 노력이 얼마나 도움이 되는지를 클럽들에게 교육시킵니다.
- 모든 소롭티미스트 자료 및 커뮤니케이션 채널에 S 로고를 사용할 것을 클럽과 리전

지도부에 재차 알립니다.

- SIA 본부에서 받은 정보, 새 소식, 도움자원을 클럽들에게 널리 알립니다.

기금 조성

- 역경에 처한 여성 및 소녀들에게 도움을 전달하는 자선 문화를 클럽 및 회원들 사이에 전파시킵니다.
- 도움을 받을 여성 및 소녀들의 수를 기하급수적으로 늘릴 수 있도록 기부를 적극 권장합니다.

D. 자격 요건 및 자질

SIA 리전 관련 정관, 정책 및 절차에서 리전에 관련된 부분에 언급된 내용 이외에도 리전 총재직을 맡기 위해서는 다음과 같은 자격 조건을 갖춰야 합니다.

- 클럽 회비를 납부하고 클럽에서 성실히 활동하며 회원이어야 합니다.
- 기금개발위원회 또는 국제 소롭티미스트 임원직 등 소롭티미스트 전체에서 기타 선출직을 맡은 상태여서는 안 됩니다.
- 정기적으로 사용 중이며 SIA에 보고하는 이메일 계정이 있어야 합니다.
- 웨이나 오디오로 진행되는 정보 및 교육 세션, 그리고 연맹 지도부 및 SIA 본부와 한 자리에 만나는 연례미팅에 참석해 적극 대화를 나눠야 합니다.

자질:

총재는 리전 내에서 핵심 지도부에 있으면서 연맹 이사회, SIA 본부, 클럽 간에 연결 고리 역할을 함에 따라, 다음 자질을 갖춰야 합니다.

- 사명에 헌신합니다.
- SIA 전략 계획을 이해하고 발전시키며 전략에 부합하는 행동을 실천합니다.
- 소롭티미스트 대변인 역할을 잘 수행할 능력이 있습니다.
- 비판적 사고, 유연성, 업무 위임, 문제해결력 등을 포함해 리더십 능력을 두루 갖추습니다.

E. 기획 및 재무보고 요건

총재는 SIA 본부에서 제공한 리전 전략 계획 템플릿을 활용해 활동 방향을 제시하고 우리의 전략 방향을 더욱 발전시킬 리전 전술 계획서를 제출할 책임이 있습니다. 총재는 SIA 이사회가 규정한 리전의 목적, 목표 및 전략을 달성하기 위한 전술을 개발해야 합니다. 이렇게 개발한 전술은 구체적이고, 측정 및 달성 가능하며, 현실적이고, 단계별 시기를 정해야 합니다. 총재는 리전의 전략 계획을 SIA 본부에 마감일까지 제출해야 합니다.

모든 리전에서는 연도말 직후 60일 이내에 SIA 본부에 연말 재무제표를 제출해야 할 의무가 있습니다. 이들 재무제표에는 자산, 부채, 자본 정보가 담긴 대차대조표, 그리고 당해 연도의 거래 활동이 반영된 상세한 손익계산서가 포함됩니다. 리전 총회를 비롯한 당해연도의 모든 활동에 관한 예산안을 재무제표와 함께 제출합니다.

미국 국가 및 영토, 그리고 캐나다 내 모든 리전은 계약 대금이 10,000달러 이상인 계약을 앞으로 체결할 경우 모든 계약서의 사본을 계약 체결 시점에 SIA 본부 CO&FO에 제출할 의무가 있습니다.

F. 리전 총회

의제. 리전 총회는 보통 매년 3, 4, 5월에 열리며, 회원들이 한데 모여 친목과 우애를 나누고 서로 배우는 자리입니다. SIA 에서는 공식 방문자 연설 자료는 물론 리전 총회에서 리전 의장들이 발표할 프레젠테이션도 제작해 드립니다. 이로써 회의를 통해 전체 회원들에게 일관된 메시지를 전할 수 있게 됩니다. 총재단은 리전 총회에서 전달하는 내용별로 다음과 같이 시간 안배를 해야 합니다.

- 20 분: 공식 방문자 연설
- 10-20 분: 리전 프로그램 의장 프레젠테이션
- 10-20 분: 리전 기금조성 의장 프레젠테이션
- 10-20 분: 리전 대외인지도 의장 프레젠테이션
- 10-20 분: 리전 회원관리 의장 프레젠테이션

공식 방문. 리전 총회는 SIA 이사회 이사들과 그 외 SIA 임직원이 리전마다 “공식 방문”하는 기회이기도 합니다. 공식 방문에 관한 자세한 정보는 공식방문 지침서에서 확인하시기 바랍니다. 이 지침서는 웹사이트의 총재 섹션에 게시되어 있습니다. SIA 총재는 1월 1일 이전까지 공식 방문자와 연락을 취해 교통편, 숙박 및 기타 총회 관련 중요정보를 논의해야 합니다.

건강한 리전 대화. 건강한 리전은 SIA의 성공에 있어 핵심 요소입니다. SIA 이사회에서 건강한 리전의 기준을 설정하고 매년 리전들이 달성해야 할 목표를 수립합니다. 리전 총회는 SIA 이사 (및 리전 공식 방문자)가 리전의 목표 달성 진척도와 리전의 건강 기준에 대해 논의하는 장입니다. 총재단은 건강한 리전 대화를 원활히 이끄는 데 필요한 정보 요청이 들어오면 기한 내로 이에 응할 책임이 있습니다. 총재단은 SIA 리전 이사회 회의에 "건강한 리전 대화" 시간을 최소 90분으로 지정해 포함시켜야 합니다.

G. 모니터링 및 기타 보고활동

- 리전에서는 SIA 본부에서 데이터를 수집하지 않는 모든 기준점에 대해 "건강한 리전을 위한 지침"을 기준으로 삼아 자체 평가를 실시합니다.
- SIA 본부에서 제공한 리전 브리핑을 논의합니다. 이를 통해 공식 방문자는 SIA 리전이 잘 한 부분, 그렇지 못한 부분을 파악할 수 있게 됩니다. 2년 주기 중 2차년도에는 공식 방문자, 현 이사회, 차기 이사회 간의 검토 활동이 이루어져야 합니다. 차기 이사회가 아직 선출되지 않은 경우에는 기밀준수 약정서가 필요합니다.
- 공식 방문자는 앞으로 취할 단계를 포함한 내용을 연맹 이사회에 보고합니다.
- 연맹 이사회는 차년도 후속관리 사항 및 기대 사항을 명시한 서신을 연맹 총재에게 보냅니다.
- 리전 지도부는 연맹 이사회에 기대 사항이 어떻게 달성되었는지를 리전 전략계획 전술/활동 자료에 밝혀야 합니다.



SIA Club Roadmap

For Success in 2019-2020

SIA's clubs are committed to providing an engaging and meaningful, mission-based experience. But, of course, our members are busy women. And serving women and girls who face obstacles such as poverty, violence and teen pregnancy—locally and throughout the world—can be a tall order.

To make it easier to accomplish our organization's goals we have developed this simple club road map for your use. In order to provide a positive club experience while helping to build our collective impact and recognition, clubs are asked to do these five things:

1

Programs

Increase the number of women and girls your club serves by providing additional *Live Your Dream Awards* and holding *Dream It, Be It* projects.

2

Membership

Grow and retain members by creating an enjoyable and civil member experience.

3

Public Awareness

Gain greater recognition by promoting your club's impact through our Dream Programs.

4

Fundraising

Increase funds raised to support our brand unifying Dream Programs.

5

Future

Mobilize support of our 2021-2031 Big Goal: *Invest in the dreams of half a million women and girls through access to education.*

That's it! If your club does these five simple things, we guarantee you will be providing a superior member experience, fulfilling our mission, and strengthening Soroptimist's global brand.

For more ideas on how to accomplish the five strategies on this roadmap, please consult the following resources:

- Soroptimist.org/for-clubs-and-members/program-resources/index.html
- Soroptimist.org/for-clubs-and-members/for-clubs/index.html
- Soroptimist.org/for-clubs-and-members/federation-information/recognition-and-branding-tools/index.html
- Soroptimist.org/for-clubs-and-members/donate/index.html
- Soroptimist.org/for-clubs-and-members/federation-information/sias-big-goal.html



SOROPTIMIST
Best for Women®

SIA클럽 로드맵

2019-2020년도 성공을 위한 지침

SIA 클럽은 각 클럽 회원에게 활동 기회를 부여하고, 의미 있으며, 사명 중심의 클럽 생활을 하도록 여건을 제공할 책임이 있습니다. 그러나 물론, 우리의 클럽 회원은 모두 생활이 바쁜 여성입니다. 또한 지역이나 세계에서 빈곤, 폭력, 청소년 임신 등 어려움에 처한 여성 및 소녀들에게 봉사한다는 일이 몹시 어려운 주문일 수도 있습니다.

여러분이 우리 단체의 목표를 쉽게 성취할 수 있도록 하기 위해서, 연맹은 이처럼 여러분이 사용할 수 있는 간단한 클럽 지침을 개발하였습니다. SIA에 그 집단 영향력과 인지도를 구축하는 데 도움을 주고 회원에게 긍정적인 클럽 생활을 할 수 있게 하도록, 저희는 클럽에 아래 5가지 사항을 이행하도록 요청하는 바입니다.

1

프로그램

리브 유어 드림 상을 늘리고 드림 잇, 비 잇 프로젝트를 개최함으로써 클럽에서 도움을 주는 여성 및 소녀들 수를 늘린다.

2

회원관리

화기애애하고 존중과 예의가 넘치는 클럽 활동 경험을 선사해 회원을 모집하고 유지한다.

3

대외 인지도 제고

드림 프로그램을 통해 클럽의 영향력을 널리 알려 대외 인지도를 높인다.

4

기금조성

통일된 브랜드의 드림 프로그램을 지원할 기금 조성 규모를 확충한다.

5

미래

50만 명의 여성 및 소녀들에게 교육 기회를 제공함으로써 이들의 꿈에 투자한다는 내용의 2021-2031년도 원대한 목표에 대한 지원을 적극 유도한다.

바로 이런 내용입니다! 이 5가지 간단한 사항을 시행한다면 여러분의 클럽은 월등한 회원 생활 여건을 제공하고, 우리의 사명을 완수하며, 소롭티미스트의 국제적 이름을 한층 더 강화할 것임을 보장합니다.

이 지침에 따른 5가지 방안을 어떻게 실행할 것인가에 관한 자세한 안내는 아래의 자료 사이트에서 보시기 바랍니다.

- <http://bit.ly/program-resources-korean>
- <http://bit.ly/membership-resources-korean>
- <http://bit.ly/fundraising-resources-korean>
- <http://bit.ly/public-awareness-resources-korean>
- <http://bit.ly/sia-big-goal>



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

SIA Club Roadmap Certificate of Appreciation

The Certificate of Appreciation honors clubs that have met the requirements listed below during the club year. Clubs do not need to apply for the award. Any club that meets these requirements will automatically receive the certificate:

Programs

- Participate in our Live Your Dream: Education and Training Awards for Women program.
- Participate in our Dream It, Be It: Career Support for Girls program.

Membership

- Overall net change in membership of -1% or better.
- Add new members representing 14% or more of starting total membership.
- Terminated members represent 15% or fewer of starting total membership.

Fundraising

- Contribute at least 10 percent of funds raised locally to Club Giving in support of our federation programs.
- Donate Founders Pennies for every member in support of our federation programs.

Every club that accomplishes even one of these activities will receive a certificate, with each activity achieved designated on the certificate. Special thanks to those clubs that accomplish everything listed on the Certificate of Appreciation.



여성과 소녀들에게 가장 효과적인 빈곤퇴치 방안인
교육의 기회를 제공해 경제적 자구능력을 키워 주는
국제 자원봉사 단체

국제 소롭티미스트 미주 연합회

SIA 클럽 지침 감사장

감사장은 클럽 회계연도 동안에 아래 사항을 이행한 클럽에 수여합니다. 클럽은 이 감사장을 신청할 필요는 없습니다. 아래의 요건에 부합한 모든 클럽은 자동으로 감사장을 받습니다.

프로그램

- 리브 유어 드림: 여성과 여자아이들을 위한 교육 훈련 상 프로그램에 참가한다.
- 드림 잇, 비 잇: 여자아이들을 위한 장래 직업 지원 프로그램에 참가한다.

회원수

- 전체 순 회원 수 증감률을 최하 -1%로 유지.
- 처음 총 회원 규모에서 신입 회원 비중을 14% 이상으로 유지.
- 처음 총 회원 규모에서 탈퇴 회원 비중을 15% 이하로 유지.

기금조성

- 연맹 프로그램을 지원하기 위하여 지역에서 조성한 기금 중, 최소 10%를 클럽 기부로 기부한다.
- 연맹 프로그램을 지원하도록 모든 회원을 위한 파운더즈 페니즈에 기부한다.

위 요건 중에서 단 한 가지만이라도 충족한 모든 클럽은 그 실적 내용을 표기한 감사장을 받습니다. 위 요건의 모든 사항을 충족한 클럽은 특별 감사장을 받습니다.



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.®

FY19/20 Strategic Plan

Soroptimist is a global volunteer women's organization.

Vision

Women and girls have the resources and opportunities to reach their full potential and live their dreams.

Mission

Soroptimist improves the lives of women and girls through programs leading to social and economic empowerment.

Core Values

Soroptimist International of the Americas is committed to:

- GENDER EQUALITY: Women and girls live free from discrimination.
- EMPOWERMENT: Women and girls are free to act in their own best interest.
- EDUCATION: Women and girls deserve to lead full and productive lives through access to education.
- DIVERSITY & FELLOWSHIP: Women from varied backgrounds and perspectives work together to improve the lives of women and girls.

Big Goal (10-15 years)

Increase Collective Impact

Strategic Outcomes (3-5 years)

IMPACT

Together, we will provide a sustainable impact on the lives of women and girls who face obstacles such as poverty, violence and teen pregnancy.

Objectives and Strategies

1. Increase the impact of our Live Your Dream Awards.
 - a. Ensure more eligible women have access to our Live Your Dream Awards.
 - b. Provide additional resources to Live Your Dream Award recipients.
 - c. Demonstrate Live Your Dream Awards' sustainable impact.
 - d. Provide support and resources for club participation.
2. Increase the impact of Dream It, Be It.
 - a. Ensure clubs serve more girls through Dream It, Be It.
 - b. Demonstrate the impact of Dream It, Be It.
 - c. Provide support and resources for club participation.

3. Increase engagement in our Live Your Dream Awards.
 - a. Promote club participation in Live Your Dream Awards.
 - b. Provide opportunities to engage LiveYourDream.org supporters.
 - c. Cultivate partnerships to deliver Live Your Dream Awards.
4. Increase engagement in Dream It, Be It.
 - a. Promote club engagement in Dream It, Be It.
 - b. Provide opportunities to engage LiveYourDream.org supporters.
 - c. Cultivate partnerships to deliver Dream It Be It.

ENGAGEMENT

Members and supporters will find value through engagement with our mission.

Objectives and Strategies

1. Increase new clubs.
 - a. Provide support for chartering new clubs.

Support the development /mentoring of new clubs.
2. Increase members in clubs.
 - a. Provide member retention support.
 - b. Provide member recruitment support.
3. Increase the quality of engagement within our organization.
 - a. Create a quality member experience.
 - b. Communicate value to members.
 - c. Provide effective communications across our cultures and languages.
 - d. Offer opportunities to engage across our organization.
 - e. Increase clubs' ability to share their successes with other clubs.
 - f. Provide Club Grants for clubs to deliver our Dream Programs and other mission-focused projects.
 - g. Recognize clubs and regions for supporting our strategic direction.
 - h. Prepare to celebrate Soroptimist's 100th anniversary.
4. Increase effective leaders within our organization.
 - a. Provide leadership development program.
 - b. Develop a multi-year leadership development plan.
5. Enhance our effectiveness for collective, sustainable impact.
 - a. Provide region leadership with support to advocate for our organization's priorities.
 - b. Align the club experience with our value proposition.
 - c. Manage organizational risk.
 - d. Optimize financial efficiencies.
 - e. Evolve our data management.
 - f. Evolve our use of technology.
6. Increase the quality of engagement within LiveYourDream.org.
 - a. Refine action opportunities to achieve economic empowerment for women and girls.

- b. Improve program workflows for ease of participation, tracking, and reporting.
 - c. Optimize conversion points and user-flow to mobilize our supporters.
7. Increase capacity of LiveYourDream.org to impact the Dream Programs.
 - a. Grow the supporter community.
 - b. Identify ways to deepen supporters' engagement.
 - c. Provide effective tools and resources.
 - d. Improve user-experience for ease of reporting progress and impact.
 8. Improve synergy between federations and SI.
 - a. Support SI's need for volunteers.
 - b. Engage our 100th anniversary event committee.

RECOGNITION

We will be recognized for the impact of our Dream Programs.

Objectives and Strategies

1. Increase awareness of our global Soroptimist brand.
 - a. Position the impact of our Dream Programs for greater brand visibility.
 - b. Energize our Soroptimist brand through LiveYourDream.org.
 - c. Leverage corporate relationships.
 - d. Leverage media opportunities.
 - e. Implement digital marketing strategies on SIA website.
2. Increase the reach of our Dream Programs through LiveYourDream.org.
 - a. Attract high-quality supporters.
 - b. Attract mission-focused corporate relationships.
 - c. Leverage *Your Dream* blog to connect our mission to newsworthy headlines.
 - d. Promote impact of Dream Programs in welcome series and action workflows.
3. Enhance the club's ability to raise awareness of Soroptimist in local communities.
 - a. Review and develop public awareness tools.
 - b. Promote public awareness tools.
 - c. Encourage brand consistency throughout our organization.
 - d. Support our region, club and member actions to raise our brand's visibility.

PHILANTHROPY

Donors will fully fund our Dream Programs.

Objectives and Strategies

1. Increase donations.
 - a. Obtain annual fund donations.
 - b. Support Fundraising Council's ability to increase annual fund donations.
 - c. Encourage clubs to support our Dream Programs.
 - d. Solicit major gifts.

- e. Support Donor Relations Taskforce to solicit major gifts.
 - f. Pursue funding from non-members.
 - g. Solicit corporate and foundation funding.
 - h. Execute the centennial campaign.
 - i. Enhance digital strategies for LYD.org and SIA.
2. Increase donors.
 - a. Acquire new annual fund donors.
 - b. Acquire centennial campaign donors.
 - c. Retain current annual fund donors.
 - d. Encourage our members and supporters to serve as fundraising ambassadors.
 - e. Support fundraising volunteers' ability to increase and retain donors
 3. Improve our donor experience.
 - a. Encourage a culture of giving throughout our organization.
 - b. Demonstrate the impact of organizational philanthropy to advance our mission.
 - c. Steward our donors.
 - d. Recognize our clubs and individuals for increased giving.

FUTURE

We will enter our second century able to serve more women and girls through our Dream Programs.

Objectives and Strategies

1. Increase club support to achieve our 2021-2031 Big Goal: *Invest in the dreams of half a million women and girls through access to education.*
 - a. Inspire clubs to support our strategic direction.
 - b. Promote tools to align club's activities with our strategic direction.
 - c. Recognize clubs that shift their project focus to our Dream Programs.
 - d. Define and promote measures of success for our 2021-2031 Big Goal.
 - e. Explore geographic-specific strategies.
2. Increase region support to achieve our 2021-2031 Big Goal: *Invest in the dreams of half a million women and girls through access to education.*
 - a. Mobilize region support for our 2021-2031 Big Goal.
 - b. Support regions in prioritizing their resource allocation.
 - c. Recognize regions that shift their project focus to our Dream Programs
3. Clarify our messaging to support our direction.
 - a. Refine vision, mission and tagline.
 - b. Reaffirm our definition of success.
4. Secure capacity needs for our second century.
 - a. Identify capacity needs for next ten years.
 - b. Invest in critical technology, volunteer training and Dream Programs.

DESERT COAST REGION STRATEGIC PLAN GOALS / LIVE YOUR DREAM ENGAGEMENT



WHY?

In order to increase the impact of both Dream Programs within Desert Coast Region (DCR) and focus on Soroptimist's new Big Goal to invest in the dreams of 500,000 women and girls through access to education, DCR included detailed tactics in our 2018-2020 Strategic Plan. Our major emphasis has been on the *Live Your Dream* (LYD) program, in an effort to increase the number of honorees, the size of awards, and to increase support and mentorship beyond the cash award.

HOW?

DCR's Best Practices:

DCR has long provided LYD Awards in addition to those sponsored by our federation. Until recently, we ensured that we awarded six women, two in each District, but in 2019, to reinforce the concept of doing more with our LYD Program, we increased to three awards in each district (four from SIA, five from the DCR). No distinction is made between the Region-sponsored awards and those coming from SIA beyond the Region finalist.

We have a long history of sharing excess applications between neighboring clubs to ensure that the region had 100% participation in LYD. We've also actively promoted increasing the number and amount of awards each club presented as well as going beyond the cash award--moving from a transaction (you give me an application, we'll give you a check) to a relationship that is interactive, supportive, and ongoing.

DCR actively encourages our clubs to focus on our Dream Programs. In 2016-2018, we utilized the SIA-provided workshops, *Working as One* and *Stop, Start, Continue*, encouraging our clubs to narrow their focus and imagine what our Soroptimist world would look like if we eliminated extraneous service efforts to focus on our Soroptimist Dream Programs. In 2018 we created a pre-Conference Region Summit, **Mission is Possible**, which examined issues facing community college single parent students in California, and explored the efforts of our seven-club LYD Collaborative in San Diego County. In addition, the DCR Board consistently messaged the concept of giving "just one more" award at the club level to great success.

During the current biennium, Sam Buchenau developed and presented a workshop, focusing on our *Soroptimist WHY*, which asked our members to examine their personal engagement with our Soroptimist Mission and embrace the Soroptimist Big Goal for 2021-2031.

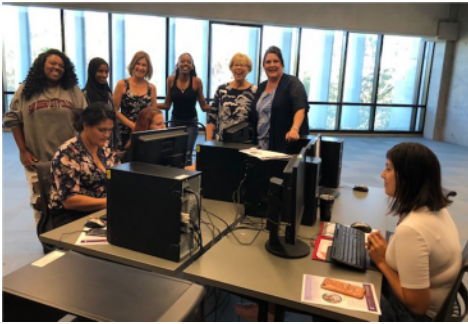
Additionally, for many years, members and clubs have been encouraged to donate gift cards (\$15 to \$25 each) at Spring Conference, which are distributed by Clubs to CARE programs at their local community college(s).

CalWorks, EOPS, CARE & NextUp Programs and the San Diego Collaborative:

We determined some time ago that the State of California's EOPS umbrella program, and its CARE, Cal Works and NextUp components for community college students were excellent sources for candidates for our LYD Awards. All community colleges in California provide these programs, and the CARE program in particular focuses on public aid recipients with dependents who are enrolled in community college, over 95% of whom statewide are women with children.

Headed by Sam Buchenau and Judi Dunnigan Cole, a group of seven clubs in 2017-18 and ten clubs in 2018-19 in San Diego County agreed to work together and with and through the community colleges in the county to encourage applicants and share applications **off the top**. This "off the top" aspect is key – not leftover applications or also-rans. Collaborative members were required to agree to:

- Fund and present an information wine and cheese reception with community college counselors to acquaint them with local Soroptimists, our mission, and the goals of the Live Your Dream Award;
- Build on that relationship by presenting hands-on workshops with eligible students to assist them with completing the application;
- Provide a token gift to each eligible participant who correctly completed an application; and
- Attempt to build ongoing relationships with applicants, honorees, and counselors.



San Diego City College Application Workshop.



LYD recipients, Maxine & Michelle with SI San Diego member Judi Cole and CARE Counselor Margie Spikes from San Diego City College.

Speaking about CARE relationship at SI San Diego meeting



SI Alpine Recipient Amanda speaking at a CARE Conference

Of the many takeaways that have come from these workshops, we believe a major one is that we've built awareness of Soroptimist and our LYD program with local community colleges and counselors. Most importantly is the startling realization that a majority of the women who clearly qualify and are ideal Live Your Dream award candidates, do not see themselves as worthy of even applying for it. Our workshops allow us to engage, one on one, to offer support, and validation.

Club members were also encouraged to and do serve on EOPS/CARE community advisory committees – with more in the works. Local clubs assist by providing back-to-school supplies for students' school age children, holiday gifts cards for families, and other engagement with the schools through the relationships we are building with the counselors.

In 2019-20, we are expanding this concept to clubs in Los Angeles and Orange Counties starting with a "How To" workshop presented at our 2019 conference to enhance outcomes in those areas as well.

WHAT?

Results!!!

DCR's results speak for themselves. We have seen strong growth in the numbers of women we help – increasing to an average of nearly 3 awards per club, a near doubling of the amounts of each award, and a geometric increase in additional support and recognition. Our clubs continue to increase their investment in the LYD program and their engagement with the women we serve through this program. Our sights are clearly set on our new Big Goal, investing in the dreams of 500,000 women and girls through access to education.

	2014-15	2015-16	2016-17	2017-18	2018-19	% Increase/ Decrease over 5 years
Clubs in Region	40	39	39	39	36	-10%
% Clubs Participating	100	100	100	100	100	0%
Number of Awards Given	60	72	75	109	111	85%
Amount of Club Awards	\$60,549	\$93,950	\$91,650	\$158,250	\$191,950	217%
Average Club Award	\$1,009	\$1,305	\$1,222	\$1,452	\$1,729	71%
Region-funded Awards	\$3,000	\$6,000	\$6,000	\$6,000	\$10,000	233%
SIA Funded Awards	\$17,000	\$14,000	\$14,000	\$14,000	\$14,000	-18%
Total Amount Given in Awards	\$80,549	\$113,950	\$111,650	\$178,250	\$215,950	168%





A global volunteer organization that economically empowers women and girls by providing access to education, the single most effective anti-poverty intervention.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

Region Strategic Plan Tactics

Live Your Dream Award

- Provide certificates/recognition to clubs that increased their awards.
- Host a Live Your Dream Award brunch at region conference and invite club recipients.
- Encourage clubs to provide gift cards to applicants do not receive the award, encourage them to stay focused and apply again.
- Follow up with recipients to track their progress and provide additional support.
- Invite past recipients to speak at region meetings.
- Set an example and fundraise in the region to give additional region awards.
- Offer each recipient a skills building workshop provided by the region.

Dream It, Be It

- Recognize clubs that increase the number of girls they serve through Dream It, Be It.
- Ask girls who participated to help promote the program.
- Share testimonials of new members who joined a club because of Dream It, Be It.
- Encourage clubs to continue to work with past participants including skills training, job-shadowing, career immersion, and involving them in other Soroptimist activities.
- Offer a grant for clubs that need financial support to start or continue a Dream It, Be It project.
- Survey clubs to determine barriers preventing them from participation.
- Create a Dream It, Be It hotline or closed Facebook group to assist clubs in managing the project.

Our Next Big Goal

- Recognize clubs that have demonstrated how their shift in focus from scattered efforts to SIA's Dream Programs has created a measurable difference.
- Assist clubs to develop a plan to transition club activities to support SIA's Big Goal.
- Provide coaching to clubs on how to transition existing activities into more support for the Dream Programs.
- Encourage clubs to Take One Step monthly.
- Encourage and recognize clubs that participated in the Working as One activity.
- Set an example for clubs by aligning region program work with the Dream Programs.

여성과 소녀들에게 가장 효과적인 빈곤퇴치 방안인 교육 기회를
제공해 경제적 자구능력을 키워 주는 국제 자원봉사 단체

국제 소롭티미스트 미주 협회

리전 전략 회의 전술

리브 유어 드림 상

- 수상 규모를 늘린 클럽에게 상장을 수여하고 널리 칭찬하세요.
- 리전 총회에서 리브 유어 드림 상 브런치 행사를 개최해 수상 클럽들을 초대하세요.
- 수상하지 못한 지원자를 위해 클럽에서 상품권을 준비해 전달하고 이분들이 계속 정진함으로써 재도전하도록 격려하세요.
- 수상자들의 학업 진전도를 수시로 확인하고, 추가로 도움이 필요하다면 제공하세요.
- 역대 수상자를 리전 미팅에 초대해 연설이나 발언을 하는 시간을 마련하세요.
- 리전 상을 확대할 수 있도록 리전 내에서 모범사례를 실천하고 기금 조성 활동을 실시하세요.
- 리전에서 수상자들을 대상으로 능력 개발 워크숍을 실시하세요.

드림 잇, 비 잇

- 드림 잇, 비 잇을 통해 도움을 받는 소녀들의 수를 늘린 클럽들을 널리 칭찬하세요.
- 참여한 소녀들에게 프로그램 홍보를 부탁하세요.
- 드림 잇, 비 잇 덕분에 클럽에 가입한 신입 회원들의 경험담을 널리 공유하세요.
- 능력 개발, 업무 세도잉, 커리어 집중 체험 등을 진행해 역대 참여자들과의 관계를 이어 나가고 소롭티미스트의 기타 활동에도 참여시키세요.
- 드림 잇, 비 잇 프로젝트를 처음 실시하거나 계속 진행하려는 데 재정 지원을 필요로 하는 클럽에게 보조금을 지급하세요.
- 클럽들의 참여를 가로막는 요인이 무엇인지 파악하도록 설문조사를 실시하세요.
- 클럽들이 프로젝트를 효과적으로 관리할 수 있도록 드림 잇, 비 잇 핫라인을 만들거나 Facebook에 비공개 그룹을 결성하세요.

다음번 원대한 목표

- 기존에 중구난방으로 진행하던 여러 활동을 정리하고 SIA의 드림 프로그램에 집중함으로써 측정 가능한 긍정적인 효과를 거둔 클럽들을 널리 칭찬하세요.
- 클럽들이 SIA의 원대한 목표에 도움이 되는 활동으로 전환하는 계획을 수립할 수 있도록 도움을 제공하세요.
- 기존 활동을 정리하고 드림 프로그램에 도움이 되는 방향으로 변화해 나아가는 방법을 클럽들에게 알려 주세요.
- 클럽들이 매달 "한 걸음씩"을 실천하도록 격려하세요.
- "하나로 단결해 활동하기" 활동에 참여한 클럽들을 격려하고 널리 칭찬하세요.
- 리전 프로그램을 드림 프로그램에 연계시킴으로써 클럽들에게 모범사례를 보여 주세요.

Turning Dreams Into Action Decision Tree

After completing the Working as One exercise, you created a list of things your club could stop, start or continue doing to invest more resources in the Dream Programs. These are your tactics - actions taken by your club to support our Big Goal. Now you can turn dreams into action with this decision tree, a step-by-step decision-making tool that can transform your tactics list into an action plan.

1. Easy Wins

TACTICS

In this box, list all tactics identified from the What's Stopping Us? and Stop, Start and Continue Exercise.

Review the list and divide the tactics between easy wins and tactics that need further discussion. Easy wins are tactics that you can do immediately with little work or investment. All other tactics will need further analysis.

DISCUSS FURTHER

List the tactics that merit further discussion because you need to understand and analyze further. They merit further discussion.

EASY WIN

List the tactics you can do with little work or investment – then do it!

2. Actions

DISCUSS FURTHER

Narrow down the tactics that need further discussion by measuring them against three criteria. For each tactic, ask:

Necessary

Is this action necessary for progress toward our Big Goal?

Possible

Does our club have the resources to take this action?

Appropriate

Is our club best positioned to take this action, or would it be more appropriate for the region, federation, or another organization?

PROCEED

List the tactics that are deemed necessary, possible, and appropriate to help Soroptimist achieve our Big Goal.

PAUSE

List the tactics the club should set aside because they are not necessary, possible or appropriate.

3. Priorities

PROCEED

Prioritize the tactics that are necessary, possible, and appropriate to achieve our Big Goal. Review each tactic and assign it a priority.

High Priority

Work on this tactic must happen immediately.

Middle Priority

Work on this tactic can wait until next year.

Low Priority

Work on this tactic can wait until subsequent years, if necessary.

HIGH PRIORITY

Move these tactics on to action planning.

MIDDLE, LOW PRIORITY

Keep these tactics to review next year to see if they have increased in priority.

Turning Dreams Into Action Decision Tree — Worksheet

Fill in this worksheet with your club's tactics, taking each step as described in the instructions on page 1.

1. Easy Wins

TACTICS

DISCUSS FURTHER



EASY WIN



2. Actions

DISCUSS FURTHER

PROCEED



PAUSE



3. Priorities

PROCEED

HIGH PRIORITY



MIDDLE, LOW PRIORITY



꿈 실현하기 의사결정 트리

"하나로 단결해 활동하기" 활동을 마친 다음, 클럽에서 드림 프로그램에 더 많은 자원을 투자하기 위해 중단, 시작 또는 지속해야 할 활동 목록을 작성하셨을 겁니다. 바로 이것들이 여러분의 전술, 즉 클럽에서 원대한 목표를 지원하기 위해 해야 할 조치들입니다. 이제는 전술 목록을 활동 계획으로 탈바꿈시켜 줄 단계별 의사결정 도구인 이 의사결정 트리를 활용해 꿈을 실현할 차례입니다.

1. 바로 할 수 있는 것

전술

"우리를 가로막는 것은?"과 "중단, 시작, 지속" 활동에서 파악한 모든 전술을 여기에 적습니다.

이 목록을 살펴본 다음, 바로 할 수 있는 것과 더 많은 논의가 필요한 것으로 분류합니다. 바로 할 수 있는 것이란 말 그대로 별다른 노력이나 투자 없이 당장 할 수 있는 것을 의미합니다. 그 외의 모든 전술은 더 자세한 분석이 필요하겠지요.

추가 논의

더 자세한 이해와 분석이 필요해 더 많은 논의가 요구되는 전술들을 적습니다. 이들은 더 자세한 논의가 필요합니다.

바로 할 수 있는 것

별다른 노력이나 투자 없이 당장 할 수 있는 전술을 적고, 바로 실천합니다!

2. 조치

추가 논의

이처럼 논의가 필요한 각각의 전술에 다음과 같은 세 기준을 적용해 분석합니다. 그 기준은 아래와 같습니다.

필요성

이 조치는 원대한 목표 달성을 진전시키는 데 필요한가?

실천 가능성

우리 클럽에는 이 조치를 실천할 자원이 있는가?

적절성

우리 클럽은 이 조치를 실천할 최적의 상태에 있는가?

진행

소름티미스트가 원대한 목표를 이룩하는 데 필요하고, 실천 가능하며, 적합한 전술들을 적습니다.

일시 중지

필요성, 실천 가능성, 적절성이 부족해 클럽에서 보류해야 할 전술을 적습니다.

3. 우선순위

진행

소름티미스트가 원대한 목표를 이룩하는 데 필요하고, 실천 가능하며, 적합한 전술들의 우선순위를 정합니다. 각 전술을 검토해 우선순위를 정합니다.

우선순위 높음

즉시 실천해야 할 전술

우선순위 보통

내년에 실천해도 될 전술

우선순위 낮음

필요한 경우 몇 년 후에 실천해도 될 전술

우선순위 높음

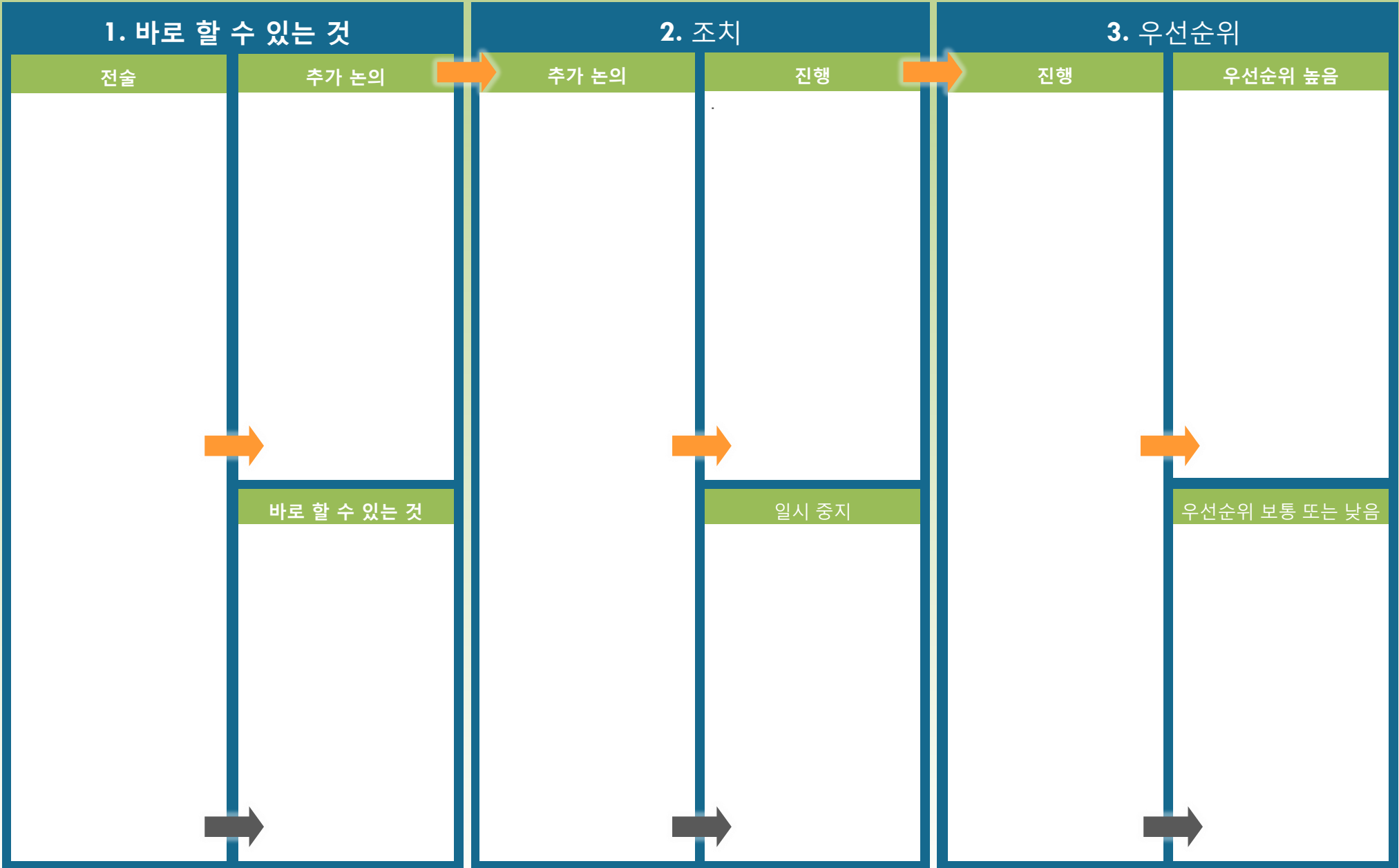
이들 전술을 조치 계획수립 칸으로 옮깁니다.

우선순위 보통 또는 낮음

이렇게 적어 놓은 전술들을 잘 보관해 두어 내년에도 검토해 우선순위가 올라갔는지 살펴봅니다.

꿈 실현하기 의사결정 트리

"하나로 단결해 활동하기" 활동을 마친 다음, 클럽에서 드림 프로그램에 더 많은 자원을 투자하기 위해 중단, 시작 또는 지속해야 할 활동 목록을 작성하셨을 겁니다. 바로 이것들이 여러분의 전술, 즉 클럽에서 원대한 목표를 지원하기 위해 해야 할 조치들입니다. 이제는 전술 목록을 활동 계획으로 탈바꿈시켜 줄 단계별 의사결정 도구인 이 의사결정 트리를 활용해 꿈을 실현할 차례입니다.





A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.®

SIA Recognition & Branding Resources

Resource	Location(s) in “For Clubs & Members” Section of Soroptimist.org	Language
Brand and Style Guides		
Style and Branding Guide	Federation Information > Recognition & Branding Tools	English
Branding PowerPoint	Federation Information > Recognition & Branding Tools	English
Japan Nishi Region Branding PowerPoint	Federation Information > Recognition & Branding Tools	Japanese
Trademarked Logo Downloads and Other Logo Information		
SIA logo	Federation Information > Recognition & Branding Tools	English
<i>Live Your Dream Award</i> logo	Federation Information > Recognition & Branding Tools	All

<i>Dream It, Be It</i> logo	Federation Information > Recognition & Branding Tools	All
LiveYourDream.org logo	Federation Information > Recognition & Branding Tools	English
Policy for Use of SIA Registered Trademarks	Federation Information > Recognition & Branding Tools	All
Licensing Application/Fee Payment	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ For Clubs & Members > For Clubs > Club/Member Forms > Federation Forms 	All
Logo Policy FAQ	Federation Information > Recognition & Branding Tools	All
Banners and Flags		
Banner and Flag Design Guide	Federation Information > Recognition & Branding Tools	English
Just “S” Trademark Logos in White and PMS659 (for white and blue banners)	Federation Information > Recognition & Branding Tools	English
Social Media Kit		
SIA Social Media Strategy	Federation Information > Recognition & Branding Tools	English
Social Media Guide for Clubs and Regions	Federation Information > Recognition & Branding Tools	English
Social Media Profile Images	Federation Information > Recognition & Branding Tools	English

Social Media Ads	Federation Information > Recognition & Branding Tools	<ul style="list-style-type: none"> ▪ Instructions – English ▪ Ads – All
Key Messaging		
Key Messaging Documents	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ Federation Information > Key Messaging 	All
Customizable Templates		
<i>Live Your Dream Awards</i> Publicity Kit	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ Program Resources <i>Live Your Dream Awards</i> Club Resources 	All
<i>Dream It, Be It</i> Publicity Kit	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ Program Resources <i>Dream It, Be It</i> Club Resources 	All
Diamond Campaign Promotional Materials	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ For Clubs > Member Recruitment Tools > Diamond Campaign 	All
Announcement of New Club Sample News Release	<ul style="list-style-type: none"> ▪ Federation Information > Recognition & Branding Tools ▪ For Clubs > Chartering New Clubs 	English
Website Templates	Federation Information > Recognition & Branding Tools	All

News release, media advisory, fact sheet and media consent form templates	Federation Information > Recognition & Branding Tools	English
Club stationery, letterhead, envelope and business card templates	Federation Information > Recognition & Branding Tools	English
<i>Videos – SIA produces a variety of inspirational videos to promote organization and Dream Programs</i>		
<i>Organizational Video – Soroptimist: Empowering Women & Girls to Live Their Dreams</i>	SIA YouTube Channel and various sections throughout website	All (subtitles)
<i>Live Your Dream: Education and Training Awards for Women video</i>	SIA YouTube Channel and various sections throughout website	All + recipient versions in Spanish, Japanese)
<i>Dream It, Be It video</i>	SIA YouTube Channel and various sections throughout website	English
<i>Staff Contacts – we are here to help you!</i>		
<ul style="list-style-type: none"> ▪ Kamali Brooks, Associate Director of Communications 	kamali@soroptimist.org	English
<ul style="list-style-type: none"> ▪ Laurie Sutton, Communications Manager – <i>contact for help with logos, printing needs, layout/design issues and Best for Women submissions</i> 	laurie@soroptimist.org	English

Soroptimist.org/For-Clubs-and-Members/index.html

A cheat sheet to help you find the resources and information you need for a successful club and member experience!

FEDERATION INFO	PROGRAM RESOURCES	FOR CLUBS	FOR MEMBERS	WHAT'S NEW	DONATE/FUNDRRAISE
<p>Recognition & Branding Tools</p> <ul style="list-style-type: none"> • Branding and Style Guide • Logos and Usage Policies • Banner, Media, Stationery and Web Templates • Social Media Kit and Guidelines <p>Key Messaging</p> <ul style="list-style-type: none"> • FY2019-2020 Key Messages <p>Nominations & Elections</p> <ul style="list-style-type: none"> • Ballot information, nominations, elections results <p>For Region Leaders</p> <ul style="list-style-type: none"> • Region governor and chair position descriptions and applications <p>Additional Information</p> <ul style="list-style-type: none"> • General Membership Information (FAQ, Monthly Membership Stats), Governance (Bylaws, SIA Procedures, Be It Resolved), Licensing Documents (SIA Policy for Registered Marks, Licensing FAQ, Application and Fee Form) <p>Soroptimist International</p> <ul style="list-style-type: none"> • SI President's Appeal, Friendship Link Resources <p>Access Club/Member/Leadership Directories</p> <ul style="list-style-type: none"> • Link to login <p>SIA's Strategic Plan</p> <ul style="list-style-type: none"> • Full and abbreviated versions in all languages <p>SIA's Big Goal</p> <ul style="list-style-type: none"> • Club Exercise Results, Update <p>Leadership Development</p> <ul style="list-style-type: none"> • General Leadership Topics, Conflict Resolution, Meetings, Healthy Club Resources 	<p>Live Your Dream Awards Club Resources</p> <ul style="list-style-type: none"> • Introduction and impact Information • Materials and Tips for Recruiting Applicants • Tools for Selecting Recipients • Tips for Honoring Recipients • Materials Needed for Reporting • Raising Awareness (publicity tools and more) <p>Dream It, Be It Club Resources</p> <ul style="list-style-type: none"> • Program Curriculum • Planning Tools • Procedures for Working With Youth <p>Soroptimist Club Grants for Women and Girls</p> <ul style="list-style-type: none"> • Application Tips • Impact Reports <p>LiveYourDream.org Member Resources</p> <ul style="list-style-type: none"> • LiveYourDream.org Goals, Member Resource Guide 	<p>Recruitment Tools</p> <ul style="list-style-type: none"> • The Diamond Campaign • Recruitment Tips • Inducting New Members • Other Recruitment Tools <p>Retaining Members</p> <ul style="list-style-type: none"> • Retention Tools • Club Assessment Tools <p>Soroptimists Celebrating Success Awards</p> <ul style="list-style-type: none"> • Entry form, Recipients <p>Club Administration</p> <ul style="list-style-type: none"> • General Information including Club Roadmap, Club Calendar, Finance Information, Insurance Information, Club Merger Resources, and more <p>Pay Dues/Manage Club Roster</p> <ul style="list-style-type: none"> • Link to pay online, Forms 5008, 5010, 200, Dues/Fee Amounts <p>Club Member Forms</p> <ul style="list-style-type: none"> • All the forms you need in one place! <p>Welcome New Clubs</p> <p>Chartering New Clubs</p> <ul style="list-style-type: none"> • New Club Building Resources 	<p>Access/Update Your Member Profile</p> <p>Membership Benefits</p> <ul style="list-style-type: none"> • Individual member benefits <p>Best for Women Newsletter</p> <ul style="list-style-type: none"> • Download current and past issues • Subscribe • Send letter to the editor 	<p>Important updates, headquarters highlights, messages from your federation president and ED/CEO, convention news and more.</p>	<p>Individual Gifts</p> <ul style="list-style-type: none"> • Laurel Society • Monthly Giving • Enrollment forms, links to give online, giving levels <p>Club Gifts</p> <ul style="list-style-type: none"> • Club Giving • Founders Pennies <p>Planned Giving</p> <ul style="list-style-type: none"> • Laurel Legacy information and enrollment form <p>Other Ways to Give</p> <ul style="list-style-type: none"> • Memorial and Tribute Gifts • Employer Matching Gifts • GoodSearch • AmazonSmile <p>How Contributions Are Used</p> <ul style="list-style-type: none"> • Audited Financial Statements • Form 990 • Guidestar Information • SIA Annual Report • SIA Tax Disclosure <p>Donor Thank You</p> <ul style="list-style-type: none"> • Donor Honor Roll • Lists of Donors

SHOP the new Soroptimist Store at: [Soroptimist.org/for-clubs-and-members/shop/index.html](https://soroptimist.org/for-clubs-and-members/shop/index.html)

TRANSLATED RESOURCES are now accessible by language from all main pages in the *For Clubs & Members* section!

Need help finding something?

We're here if you need us! Call 215.893.9000 or email siahq@soroptimist.org and we'll be happy to help you.



SOROPTIMIST
Best for Women®

Impact Of Giving

empowering women and girls to live their dreams

When you contribute **AT LEAST 10%** of your locally raised funds, you join forces with other **COMPASSIONATE** Soroptimist members who are **COMMITTED** to empowering women and girls.

TOGETHER we can ensure a better life not only for the women and girls within our own **COMMUNITIES**, but **WORLDWIDE!**

100%

of your contribution goes toward empowering women & girls throughout our 21 global regions!



YOUR CONTRIBUTION DIRECTLY SUPPORTS:

Live Your Dream Awards (region & federation level)

Dream It, Be It Programs and local club projects provided through Soroptimist Club Grants
\$1,000 gift to newly chartered clubs for a local *Live Your Dream Award*



WHAT DOES THIS MEAN?

You're not only helping women & girls within your LOCAL COMMUNITY, but you're also extending your reach within our 21 COUNTRIES & TERRITORIES

PLUS,

by participating in Club Giving, together we can help reach the 20 MILLION women & girls who stand to benefit from our global Dream Programs!

Okay, so how do we participate?

Make your contribution of at least 10% online by May 31 at <https://www.soroptimist.org/clubgiving.html>



Club Giving

empowering women and girls to live their dreams



Club Giving contributions provide the funding necessary for our global Dream Programs. The combination of all clubs' donations ensures SIA can increase the number of women and girls who benefit from our programs throughout our 21 countries and territories.

Below are just a few of the many ways your Club Giving contribution helps women and girls:

- Granting **Live Your Dream Awards** to women who do not live near a club
- Providing **Soro Optimist Club Grants** to support a *Dream It, Be It* program or other local projects
- Enabling a **newly chartered club** to provide a *Live Your Dream Award* in their local community
- Funding **additional region and federation level Live Your Dream Awards**

Imagine how much more we could do when every club contributes at least 10% of their locally raised funds, and even increases their donation over last year by 10%.

Together, we've made great strides in helping women and girls live their dreams. However, there are so many more women and girls facing obstacles who could benefit from our Dream Programs.



Live Your Dream: Education and Training Awards for Women®

"Being recognized for how hard I worked to fulfill my purpose as a human being and as a mother was one of the best experiences of my life."

--Bailey, *Live Your Dream Awards* Recipient

Dream It, Be It: Career Support for Girls®

"This program has given me the confidence and help I need to know how to grow and get what I need to succeed."

--*Dream It, Be It* Participant



See your club's benefits on next page

Recognition for club contributions received June 1, 2019 through May 31, 2020

NEW FOR 2019-2020

Receive (1) additional entry into the \$1,000 *Live Your Dream Awards* drawing for every 10% increase over the previous year.

Recognition Type	Dream Catchers (\$10,000+)	Dream Chasers (\$5,000 - \$9,999.99)	Dream Builders (\$2,500 - \$4,999.99)	Dream Believers (\$1,000 - \$2,499.99)	Dreamers (\$500 - \$999.99)	Contributors (\$1 - \$499.99)
\$1,000 for a club-based <i>Live Your Dream Award</i> OR 1 free registration and meal package at SIA's 46 th Biennial Convention	√	—	—	—	—	—
<i>Best for Women</i> mention	√	—	—	—	—	—
Promotion on the SIA website	√	—	—	—	—	—
Mention on SIA social media accounts	√	√	—	—	—	—
Invitation to president and/or delegate to attend a VIP reception at SIA's 46 th Biennial Convention*	√	√	√	—	—	—
<i>Soroptimist Summary</i> mention	√	√	√	—	—	—
Entries into the <i>Live Your Dream Awards</i> drawing**	—	8	6	4	2	—
Badge of honor to post on club's website	√	√	√	√	√	√
Certificate of Appreciation	√	√	√	√	√	√
Additional Benefit Contribute <u>at least 10%</u> of locally raised funds to support our global Dream Programs and receive (1) additional entry into the \$1,000 <i>Live Your Dream Awards</i> drawing						

With every dollar raised, your club has the ability to improve the lives of women and girls in your local community AND around the world!

*Dream Catcher and Dream Chaser levels include invitations to the club president AND delegate.
 Dream Builder level includes an invitation to the club president OR delegate.

**Live Your Dream Awards will be distributed in the 2020-2021 club year



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.®

2018 – 2020 Biennium X Region Strategic Plan

Soroptimist is a global volunteer women's organization.

VISION

Women and girls have the resources and opportunities to reach their full potential and live their dreams.

MISSION

Soroptimist improves the lives of women and girls through programs leading to social and economic empowerment.

CORE VALUES

Soroptimist International of the Americas is committed to:

- **GENDER EQUALITY:** Women and girls live free from discrimination.
- **EMPOWERMENT:** Women and girls are free to act in their own best interest.
- **EDUCATION:** Women and girls deserve to lead full and productive lives through access to education.
- **DIVERSITY & FELLOWSHIP:** Women from varied backgrounds and perspectives work together to improve the lives of women and girls.

IMPACT

Together, we will provide a sustainable impact on the lives of women and girls who face obstacles such as poverty, violence and teen pregnancy.

Objective 1: Region will increase the impact of the Live Your Dream Awards.

Strategies:

Encourage and support clubs to:

- Give more awards to more women through our Live Your Dream Awards.
- Support the focus on our target population of women.
- Include on-line applications in club judging.
- Provide additional resources to Live Your Dream Award recipients.

Tactics:

-

Objective 2: Region will increase the impact of Dream It, Be It.

Strategies:

Encourage and support clubs to:

- Empower more girls through Dream It Be It.
- Support the focus on our target population of girls.
- Comply with SIA's Procedures for Working with Youth.

- Report impact of club projects through the online database.

Tactics:

-

Objective 3: Region will increase engagement in our Live Your Dream Awards.

Strategies:

Encourage and support clubs to:

- Participate in the Live Your Dream Awards.
- Cultivate partnerships locally to deliver Live Your Dream Awards.

Tactics:

-

Objective 4: Region will increase engagement in Dream It, Be It.

Strategies:

- Participate in Dream It, Be It.
- Cultivate partnerships locally to deliver Dream It, Be It.

Tactics:

-

ENGAGEMENT

Members will find value through engagement with our mission.

Objective 1: Region will increase new clubs.

Strategies:

- Charter new clubs.
- Mentor/develop new clubs.

Tactics:

-

Objective 2: Region will increase members in clubs.

Strategies:

Encourage and support clubs to:

- Recruit new members.
- Retain existing members.

Tactics:

-

Objective 3: Region will increase the quality of engagement within our organization.

Strategies:

Encourage and support clubs to:

- Create an enjoyable and civil (courteous and polite) member experience.
- Deliver communicated value to members.
- Onboard new members.
- Leverage LiveYourDream.org as an engagement strategy for past and potential club members (North American clubs).

Tactics:

-

Objective 4: Region will enhance our effectiveness for collective, sustainable impact.

Strategies:

- Advocate for SIA's strategic priorities.
- Support and encourage clubs to align the member experience with SIA's brand promise.
- Celebrate club, region and organizational success and progress.

Tactics:

-

Objective 5: Region will increase the capacity of members to be effective leaders within our organization.

Strategies:

Encourage and support clubs to:

- Identify future leaders.
- Develop future leaders.

Tactics:

-

RECOGNITION

We are recognized for our efforts to improve the lives of women and girls who face obstacles such as poverty, violence and teen pregnancy through our Dream Programs.

Objective 1: Region will increase awareness of our Soroptimist brand.

Strategies:

- Promote region Live Your Dream Award recipients as appropriate.
- Develop a web/social media strategy.

Tactics:

-

Objective 2: Region will help clubs increase awareness of Soroptimists in local communities

Strategies:

Encourage and support clubs to:

- Embrace SIA's branding and recognition strategies.
- Implement SIA's branding and recognition strategies.
- Promote the impact of their local Dream Programs.

Tactics:

-

PHILANTHROPY

Donors will fully fund our Dream Programs.

Objective 1: Increase financial support of Soroptimist's brand-unifying Dream Programs.

Strategies:

Encourage and support clubs and members to:

- Contribute at least 10% of locally raised funds to Club Giving
- Make SIA a recipient of their philanthropic intent
- Contribute Founders Pennies

Tactics:

-

FUTURE

We will enter our second century able to serve more women and girls who face obstacles such as poverty, violence and teen pregnancy through our Dream Programs.

Objective 1: Region will improve the cultural readiness to shift region and clubs' program focus.

Strategies:

- Ensure the region is prepared to support SIA's next Big Goal: Invest in the Dreams of half a million women and girls through access to education.
- Mobilize support for our strategic direction.
- Align club work to focus on the Dream Programs.

Tactics:

-



여성과 소녀들에게 가장 효과적인 빈곤퇴치 방안인
교육의 기회를 제공해 경제적 자구능력을 키워 주는
국제 자원봉사 단체

미주 국제 소롭티미스트

2018-2020년도 X 리전 전략 계획

소롭티미스트는 국제 여성 자원봉사 단체입니다.

비전

모든 여성과 소녀들은 자신의 잠재력을 최대한 발휘하고 꿈을 이루기 위한 자원과 기회를 갖춘다.

사명

소롭티미스트는 사회경제적 자구 능력을 갖추도록 이끄는 프로그램을 통하여 여성과 소녀들의 삶을 향상한다.

중심 가치관

미주 국제 소롭티미스트는 아래의 가치관을 위해서 헌신한다.

- 남녀평등: 모든 여성과 소녀들은 차별에서 벗어난 삶을 살아야 한다.
- 자구 능력: 모든 여성과 소녀들은 자신의 유익에 따라 자유롭게 행동하여야 한다.
- 교육: 모든 여성과 소녀들은 교육받음으로써 자신의 삶을 충만하고 생산적으로 살 권리가 있다.
- 다양성과 동료애: 각기 다른 배경과 관점을 지닌 여성들이 함께 모여서 여성과 소녀들의 삶이 향상하도록 노력한다.

영향력

빈곤, 폭력, 청소년 임신 등과 같은 어려움에 처한 여성과 소녀들의 삶에 조직 전체 차원으로 지속적인 영향력을 끼친다.

첫 번째 목표: 리전은 리브 유어 드림 상이 미치는 영향력을 증대시킨다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 리브 유어 드림 상을 통해 보다 많은 수의 여성에게 보조금 확대 제공.
- 우리 활동의 주 대상층인 여성을 집중 지원.
- 클럽 심사 과정에서 온라인 신청서도 심사 대상에 포함.
- 리브 유어 드림 상 수상자에게 도움자원을 추가로 제공한다.

전술:

-

두 번째 목표: 리전은 드림 잇, 비 잇이 미치는 영향력을 증대시킨다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 드림 잇, 비 잇을 통해 여성에게 자구능력 배양.
- 주 대상층인 여성에 대한 집중 활동을 지원.
- 아동 및 청소년과의 활동 시 지켜야 할 SIA 절차 준수.
- 온라인 데이터베이스를 통해 클럽 프로젝트의 영향력 보고.

전술:

-

세 번째 목표: 리전은 리브 유어 드림 상에 대한 참여도를 높인다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 리브 유어 드림 상에 참여.
- 리브 유어 드림 상 진행을 위해 지역 내 외부기관과의 협업 모색.

전술:

-

네 번째 목표: 리전은 드림 잇, 비 잇에 대한 참여도를 높인다.

전략:

- 드림 잇 비 잇에 참여.
- 드림 잇, 비 잇 진행을 위해 지역 내 외부기관과의 협업 모색.

전술:

-

참여

회원과 지지자는 우리의 사명에 참여함으로써 가치를 찾는다.

첫 번째 목표: 리전은 신설 클럽 수를 늘린다.

전략:

- 클럽 신설.
- 신설 클럽 멘토링/양육.

전술:

-

두 번째 목표: 리전은 클럽 회원 수를 늘린다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 신입 회원 모집.
- 기존 회원 유지.

전술:

-

세 번째 목표: 리전은 우리 단체 내에서 참여의 질을 높인다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 회원들에게 화기애애하면서 존중과 예의가 넘치는 분위기 조성.
- 회원에게 유용한 가치 전달.
- 신입 회원 가입절차 진행.

- 과거 및 잠재적 클럽 회원(북미 클럽)의 참여도를 높이는 전략의 하나로 LiveYourDream.org 활용.

전술:

-

네 번째 목표: 리전은 지속 가능한 집단 영향력의 효과를 높인다.

전략:

- SIA의 전략적 우선과제 적극 실천.
- 클럽들이 SIA 브랜드에 부합하는 활동 경험을 회원들에게 제공할 수 있도록 지지하고 격려.
- 클럽, 리전, 단체가 이룩한 성공과 발전을 축하.

전술:

-

다섯 번째 목표: 리전은 회원들의 역량을 키워 내부에서 뛰어난 지도자가 나올 수 있도록 한다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 차세대 지도자 발굴.
- 차세대 지도자 양성.

전술:

-

인지도

우리는 드림 프로그램을 통해 빈곤, 폭력, 청소년 임신 등과 같은 어려움에 처한 여성 및 소녀들의 삶을 향상하려는 노력으로 인정받는다.

첫 번째 목표: 리전은 소롭티미스트라는 브랜드의 인지도를 향상시킨다.

전략:

- 리전에서의 리브 유어 드림 상 수상자를 적극 발굴.
- 웹/소셜 미디어 전략 개발.

전술:

-

두 번째 목표: 리전은 클럽들이 지역사회에서 소롭티미스트의 인지도를 향상시킬 수 있도록 돕는다.

전략:

클럽이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- SIA의 브랜딩 및 인지도 전략 수용.
- SIA의 브랜딩 및 인지도 전략 실행.
- 지역에서의 드림 프로그램이 미치는 영향력 홍보.

전술:

-

자선 활동

회원과 지지자는 드림 프로그램의 재정을 완전히 지원한다.

첫 번째 목표: 소롭티미스트의 브랜드를 통일시켜 주는 드림 프로그램에 재정 지원을 늘린다.

전략:

클럽과 회원들이 다음 활동을 잘 할 수 있도록 격려하고 지원함:

- 지역별로 조달한 자금 중 최소 10%를 클럽 기부 측에 별도로 기부.

- 클럽과 회원들이 SIA를 대상으로 자선활동을 하도록 유도.
- 파운더즈 페니즈(설립자 기금)에 기부.

전술:

-

미래

다가 오는 세기에는 드림 프로그램을 통해 빈곤, 폭력, 청소년 임신 등과 같은 어려움에 처한 더 많은 여성 및 소녀들을 돕는다.

첫 번째 목표: 리전은 리전과 클럽이 프로그램 활동 방향을 전환할 수 있도록 조직문화를 개선한다.

전략:

- 리전이 SIA의 다음번 원대한 목표인 "교육에 대한 접근을 통해 여성과 소녀들의 꿈에 투자한다"를 적극 지원할 수 있도록 준비를 갖추.
- 전략 방향을 추진할 원동력 구축.
- 클럽들이 드림 프로그램에 주력할 수 있도록 유도.

전술:

-

Monday, June 24, 2019

Thought for the Day

Given by Kris Chorbi, Governor-elect of Founder Region

Oprah Winfrey said, *“A mentor is someone who allows you to see the hope inside yourself”*.

The girls and women we mentor don't often see their own self-worth. They may have been neglected, overlooked and under-valued their whole lives. They may not have many role models in their lives who encourage and inspire them to dream big and to have hope.

I recently read several PHD scholarship applications, and many of the women mentioned that, if it were not for the women mentors in their life, they would not be where they are today. That having someone believe in them made all the difference in the world. We know that by helping a woman who has overcome obstacles, we are having a positive impact on her future, on her family, and on her community.

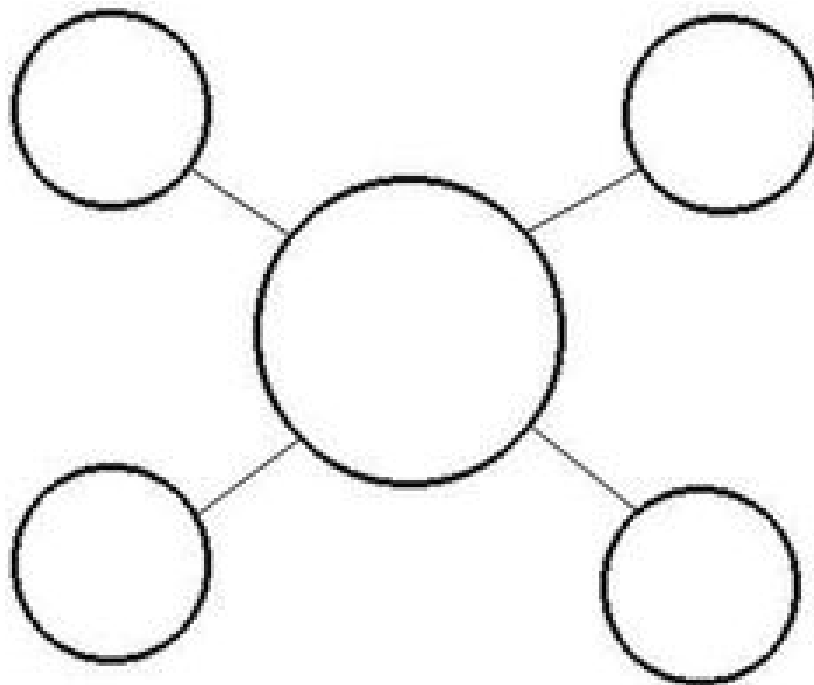
THAT IS THE MISSION OF SOROPTIMIST! We are “Empowered Women, Empowering Women”. Whether you know it or not, we are inspiring. To me, I am just an average woman, no smarter or wiser than anybody else is. But to someone else; I am that Soroptimist lady who talks to young girls about all the possibilities for their career; who encourages young women to apply for scholarships because they have a family or had struggles in their life; or who is always raising awareness about the issues women face like poverty, personal safety, and exploitation. You never know who may be inspired by your words and actions. Soroptimists mentor and inspire women and girls every day to see the hope that is inside of them, so they can dream of a brighter future.

So, embrace the inspiration within you that led you to support our mission and take on a leadership role in your region. I would like to end my “Thought for the Day” with a quote by American actress and singer, Dolly Parton, “If your actions create a legacy that inspires others to dream more, learn more, do more and become more, then, you are an excellent leader.”

Circles of My Multicultural Self

This activity highlights the multiple dimensions of our identities. It addresses the importance of individuals self-defining their identities and challenging stereotypes.

Place your name in the center circle of the structure below. Write an important aspect of your identity in each of the satellite circles -- an identifier or descriptor that you feel is important in defining you. This can include anything: Asian American, female, mother, athlete, educator, Taoist, scientist, or any descriptor with which you identify.



1. Share a story about a time you were especially proud to identify yourself with one of the descriptors you used above.
2. Share a story about a time it was especially painful to be identified with one of your identifiers or descriptors.
3. Name a stereotype associated with one of the groups with which you identify that is not consistent with who you are. Fill in the following sentence:

I am (a/an) _____ but I am NOT (a/an) _____.

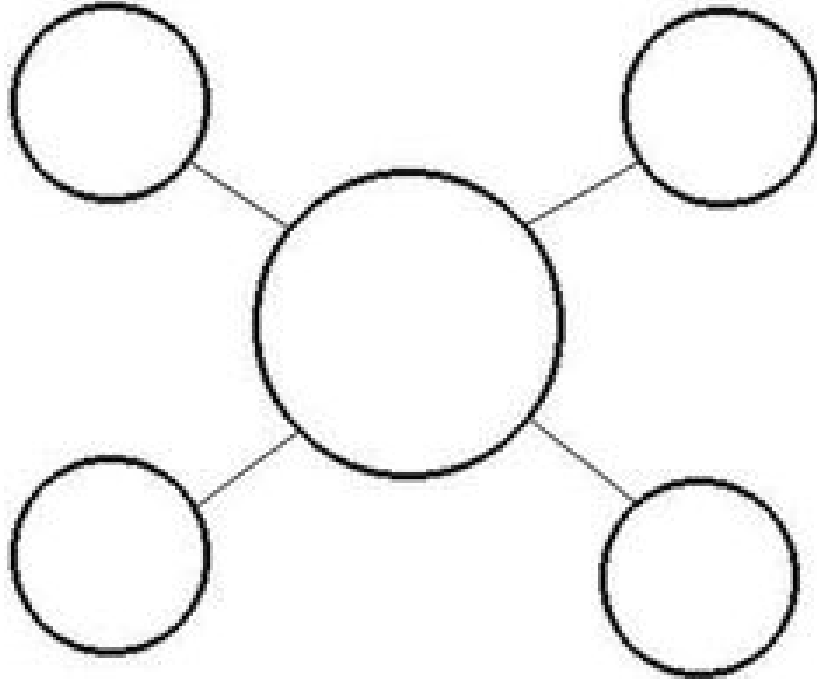
(So if one of my identifiers was "Christian," and I thought a stereotype was that all Christians are radical right Republicans, my sentence would be: I am a Christian, but I am NOT a radical right Republican.)

4. When someone makes this assumption about me, this is how I feel:

자신의 다양한 정체성을 보여 주는 동그라미

자신의 정체성은 다양한 측면으로 되어 있음을 보여 주는 활동을 해 보겠습니다. 이를 통해 누구나 자신의 정체성을 스스로 정의해 보고 고정관념을 타파할 줄 알아야 한다는 점을 배우게 됩니다.

아래 구조의 한가운데 동그라미에 자기 이름을 써 넣습니다. 그리고 주변의 동그라미마다 자신을 규정하는 데 중요하다고 여겨지는 정체성을 하나씩 적습니다. 다음 단어들이 그러한 예입니다. 한국인, 여성, 엄마, 운동선수, 교육자, 종교 신자, 과학자, 또는 그 어떤 것이든 자신의 정체성을 나타내는 단어.



1. 위에 적은 단어들마다 해당되는 특히 자랑스러웠던 인생 시기의 이야기를 들려줍니다.
2. 위에 적은 단어들마다 해당되는 특히 힘들었던 인생 시기의 이야기를 들려줍니다.
3. 자신이 기재한 정체성에 흔히 결부되는 고정관념들 가운데 실제로는 해당되지 않는 고정관념을 적습니다. 다음 문장의 밑줄 부분을 채워 넣습니다.

나는 _____이지만 _____은/는 아니다.

(내가 기재한 정체성 중 "기독교 신자"에 흔히 결부되는 고정관념으로 극우보수파라는 고정관념이 있지만 이는 내 경우에 해당되지 않음. 그럴 경우 밑줄친 문장은 다음과 같이 완성됨:

나는 기독교 신자이지만, 극우보수파는 아니다.)

4. 누군가가 그런 식으로 나에게 매도하면 나는 아래와 같은 기분이 든다.



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.®

FY19-20 Key Messages

1. Changing for the Future

SIA is changing for the future to be what our members say they want to be—an organization with more members, greater capacity to serve more women and girls who face obstacles, and more recognition for our impact. This change requires working as one to fund and implement our brand-unifying Dream Programs.

2. Providing A Positive Club Experience

SIA clubs can grow and retain members by providing an engaging and civil member experience. Inviting and encouraging members to get involved on committees—or helping when they can if being on a committee is too much of a time commitment—is an ideal way to engage members. Making all members feel welcome by hearing and responding to their feedback/ideas in a positive manner, even if they are not feasible to implement, helps to create a civil member experience.

3. Branding SIA

When clubs and members are asked what they want most, they say—more members and greater recognition. The only way to accomplish this is by having a strong brand. We must be who we say we are and do what we say we do. That means all SIA clubs should implement our brand-unifying Dream Programs, which economically empower women and girls who face obstacles.

4. Dream Programs: Our Impact

Through our Dream Programs, we economically empower women and girls who face obstacles such as poverty, violence or teen pregnancy. We provide them with access to the education and skills training they need to reach their full potential. Our Dream Programs help specific populations of women and girls and have a measurable impact. To increase the number of women and girls we reach and be better known for our work, we need to invest our resources in growing the impact of our Dream Programs.

5. How Contributions Support Our Dream Programs

By focusing our resources and fundraising efforts, Soroptimist will economically empower more women and girls. Clubs and members can help by:

- making Soroptimist your “cause of choice”
- redirecting funds to support the Dream Programs
- ensuring your club donates at least 10% to SIA of what’s raised locally
- delivering SIA’s brand promise in order to attract outside funding.



사회경제적 자구능력을 키우는 프로그램으로
여성 및 소녀들의 삶을 개선시키고자
자원봉사를 펼치는 국제 여성 단체

국제 소롭티미스트 미주연합회®

FY19-20 핵심 메시지

1. 미래를 향한 변화 노력

SIA는 우리 회원들의 열망에 부응해 회원 규모를 늘리고, 어려움에 처한 더 많은 여성 및 소녀들을 도와 줄 능력을 키우며, 우리의 영향력을 만방에 알리는 조직으로 거듭나는 미래를 만들고자 변화하고 있습니다. 이같은 변화를 이룩하려면 통일된 브랜드의 드림 프로그램을 위한 자금 구축 및 실천을 위해 하나로 단결해 활동해야만 합니다.

2. 유익한 클럽 활동 경험 제공

SIA 클럽에서 모든 구성원이 유익하게 참여하는 활동 경험을 선사한다면 기존 회원을 유지하고 신입 회원 수를 늘릴 수 있습니다. 다양한 위원회에 회원들을 초청하고 이들의 참여를 독려하거나, 직접 참여하기에는 너무 바쁜 경우에는 간접적으로 위원회 활동을 돕는 여건을 만들어 주는 것이 회원 참여도를 높이는 확실한 방법입니다. 회원들의 의견과 아이디어에 귀기울이고 긍정적인 반응을 보임으로써 모든 회원이 존중과 환영을 받는다는 느낌을 전달한다면 설령 해당 의견이 실천될 가능성이 낮더라도 회원들에게 좋은 경험을 선사할 수 있습니다.

3. SIA 브랜드 구축

가장 바라는 것이 무엇인지 묻는 질문에 클럽과 회원들은 회원 수 증대와 대외 인지도 제고라고 답했습니다. 이를 이룩하는 단 한 가지 방법은 탄탄한 브랜드를 구축하는 것입니다. 우리는 언행일치를 반드시 실천해야 합니다. 즉 모든 SIA 클럽들이 어려움에 처한 여성 및 소녀들의 경제적 자구능력을 키워 주는 통일된 브랜드의 드림 프로그램을 실천해야 한다는 의미입니다.

4. 드림 프로그램: 우리의 영향력

드림 프로그램을 통해 우리는 빈곤, 폭력, 청소년 임신과 같은 어려움에 처한 여성 및 소녀들의 경제적 자구능력을 키워 주고 있습니다. 이들이 스스로의 잠재능력을 최대한 발휘할 수 있도록 교육과 직업능력

훈련을 받을 수 있는 기회를 제공하고 있습니다. 드림 프로그램은 특정 계층의 여성 및 소녀들을 대상으로 하며 그 영향력을 측정할 수 있습니다. 우리가 도달하는 여성 및 소녀들의 수를 증대시키고 우리 활동에 대한 대외 인지도를 높이려면 드림 프로그램의 영향력을 키워 주는 자원에 투자해야 합니다.

5. 드림 프로그램에 도움이 될 기부 활동

우리 소롭티미스트가 자원 활용과 자금조성 노력에 있어 선택과 집중을 실천한다면 더 많은 여성 및 소녀들의 경제적 자구능력을 배양시킬 수 있습니다. 클럽과 회원들이 도울 수 있는 방법은 아래와 같습니다.

- 수많은 단체 중에서도 소롭티미스트가 우선 기부 대상이 될 수 있도록 만들
- 클럽 운영 기금이 드림 프로그램 지원에 사용되도록 유도
- 클럽별로 지역에서 조성한 기금의 10%를 SIA에 기부
- SIA가 표방하는 브랜드 약속을 실천함으로써 외부로부터 기금 조달

SOROPTIMIST INTERNATIONAL OF THE AMERICAS®, INC.

REGION LEADERSHIP COMMITMENT

I acknowledge that as a member of the Region Board of Governors, or one of its committees (region leadership), I am subject to and bound by certain policies applicable to all who serve in such positions. I have received copies of the following documents, read and understand them, and agree to abide by them during (and to the extent applicable, after) my tenure with SIA:

1. Code of Conduct – I agree to conduct myself in an ethical and businesslike manner and to comply with the Region Board’s Code of Conduct.
2. Confidentiality – I confirm that all non-public, confidential information I receive in my capacity as a member of the Region Board of Governors, or one of its committees (region leadership) should be treated as confidential information that may not be disclosed to others unless and until such disclosure is authorized by SIA. I further acknowledge that this duty to keep information confidential applies to both written and oral information, whether obtained at a formal meeting or otherwise. For example, improper disclosure includes both intentionally revealing confidential information in writing or orally to an unauthorized person, as well as inadvertently copying or forwarding an e-mail, text or other electronic message or speaking aloud so that an unauthorized person sees or overhears confidential information. I understand that any breach of Region Board confidentiality on my part may result in my immediate removal from the Region Board.
3. Conflict of Interest – I confirm that I do not now have any possible conflict of interest. I agree to disclose to the Region Board any possible conflict of interest which may arise subsequent to the date of this commitment and to submit regular statements upon request confirming or disclosing such information in accordance with the Region Board’s procedure on Conflicts of Interest. I understand that my fiduciary duty of loyalty to SIA and the Region requires me to tell the Region Board in advance about anything in which I am involved that could possibly conflict with the interests of the Region or SIA.
4. Whistleblower Policy/Reporting Financial Improprieties – I agree to disclose any possible financial improprieties made by a volunteer(s) in the region where I have first-hand knowledge. I agree to submit a report in writing as soon as possible after the events that gave rise to the situation. I agree not to retaliate against or penalize anyone because of the act of reporting.

Signature

Date

Printed

REGION LEADERSHIPS' CODE OF CONDUCT

The region board expects of itself, its members and committee members (region leadership) ethical and businesslike conduct. This commitment includes proper use of authority and appropriate decorum in group and individual behavior when acting as region leadership.

1. Region leadership must represent unconflicted loyalty to the interests of the clubs and the members (ownership). This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. This accountability supersedes the personal interest of any region leadership acting as an individual consumer of the organization's services.

2. Region leadership must avoid any conflict of interest with respect to their fiduciary duty of loyalty to the Region and SIA which requires me to tell the Region Board in advance about anything in which I am involved that could possibly conflict with the interests of the Region or SIA.

- A. There must be no self-dealing or any conduct of private business or personal services between any region leadership and the organization except as procedurally controlled to assure openness and competitive opportunity.
- B. To be considered for any business or other arrangement with the Region, such as a contract for goods or services, s/he must temporarily withdraw from any deliberation, voting and access to applicable information. (See Conflict of Interest procedure)

3. Region leadership may not attempt to exercise individual authority over the region or clubs except as explicitly set forth in region bylaws.

- A. Region leaderships' interaction with the public, press or other entities must recognize the same limitation and the similar inability of any region leader to speak for the region board.

4. Concerns about Region leaders whose conduct may be subject to possible region board action should be sent to the region board governor, with copies to the executive director and federation president. Administrative concerns should be sent to the executive director, with copies to the federation president.

REGION LEADERSHIPS' CONFIDENTIALITY

It is understood that non-public, confidential information coming before members of the region board, its members and committee members (region leadership) should be treated as confidential and should not be disclosed to others unless and until such disclosure is authorized by the authorizing party, may it be the SIA Board, region board or region governor. The duty to keep information confidential applies to both written and oral information, whether that information is obtained at a Region Board meeting, or otherwise. Further, it is recognized that some matters that come before the region leadership can or will significantly affect the personal or professional lives of SIA and its leadership, employees or their family members.

Region leadership will therefore take particular care not to disclose any confidential information in the course of conversations with others, whether at home, at work, or in the community. For example, improper disclosure includes both intentionally revealing confidential information in writing or orally to an unauthorized person, as well as inadvertently copying or forwarding an e-mail, text or other electronic message or speaking aloud so that an unauthorized person sees or overhears confidential information. Any breach of confidentiality by a region leader may result in immediate removal from the Board.

To affirm their understanding of the region leadership's confidentiality each year, region leaders will sign the *Acknowledgement of Confidentiality*, the text of which is shown below. The signed document will be kept on file by the region.

Acknowledgement of Confidentiality

I hereby acknowledge that all non-public, confidential information I receive in my capacity as a member of the region leadership of Soroptimist International of the Americas, Inc. ("SIA"), should be treated as confidential information that may not be disclosed to others unless and until such disclosure is authorized by the authorizing party, may it be the SIA Board, region board or region governor. I further acknowledge that this duty to keep information confidential applies to both written and oral information, whether that information is obtained at a region board or committee meeting, or otherwise.

I also recognize that some matters that come before the region leadership can or will significantly affect the personal or professional lives of SIA and its region leadership, employees or their family member(s). I will take particular care, therefore, not to disclose any confidential information in the course of any conversations with others, whether at home, at work, or in the community. In addition, I will not use confidential information for personal or professional gain for me or any person or entity affiliated with me.

Finally, I expressly acknowledge that any breach of confidentiality on my part may result in my immediate removal from my region leadership position.

Signature: _____

Date: _____

Print name: _____

REGION LEADERSHIPS' CONFLICT OF INTEREST

STATEMENT	Region board, its members, committee members and employees ("Persons") will act in a manner to put the interests of Soroptimist International of the Americas, Inc. ("SIA") before any personal benefit.
PURPOSE	The purpose of the Conflict of Interest is to ensure that decisions about SIA's region operations and the use of SIA's region assets are made solely in terms of benefit to SIA and are not influenced by any private profit or other personal benefit to the individuals affiliated with SIA's region who take part in the decision. In addition to actual conflicts of interest, Persons are also obliged to avoid actions that could be perceived or interpreted in conflict with SIA's region interest.
SCOPE	"Persons" shall mean and include region board, its members, committee members and employees of the region.
DEFINITIONS	<p>"Involved in an SIA (region or club) business transaction" means initiating, making the principal recommendation for, or approving a purchase or contract; recommending or selecting a vendor or contractor; drafting or negotiating the terms of such a transaction; owning an interest of any type in any entity doing or proposing to do business with SIA; or authorizing or making payments from SIA accounts. That language is intended to include not only transactions for SIA's products or procurement of goods and services, but also for the disposition of SIA property and the provision of services by SIA.</p> <p>A "possible conflict of interest" is deemed to exist where the Person, a close relative, or a member of that Person's household, is an officer, director, employee, proprietary partner, shareholder or trustee of, or, when aggregated with close relatives and members of that Person's household, holds 1% or more of the issued stock or other ownership interest in the organization seeking to do business with SIA.</p> <p>A "possible conflict of interest" is also considered to exist where such a Person is (or expects to be) retained as a paid consultant or contractor by an organization which seeks to do business with SIA, and whenever a transaction will entail a payment of money or anything else of value to the official, to a close relative, or to a member of that Person's household.</p> <p>A "possible conflict of interest" exists when an individual affiliated with SIA has an interest in an organization which is in competition with a firm seeking to do business with SIA if the individual's position gives him or her access to proprietary or other privileged information which could benefit the firm in which he or she has an interest.</p> <p>The foregoing descriptions are merely examples of possible conflicts of interest and are not intended to be an exhaustive list.</p>

IMPLEMENTATION

Any Person who may be involved in an SIA business transaction in which there is a possible conflict of interest shall promptly notify the Governor or Executive Director. The Person shall refrain from voting on any such transaction, participating in deliberations concerning it, or using personal influence in any way in the matter. The Person (if serving on the region board or region board committee) may not vote with respect to an SIA business transaction in which he or she has a possible conflict of interest. Furthermore, the Person or the Governor shall disclose a potential conflict of interest to the other members of the region board or region board committee before any vote on an SIA business transaction, and such disclosure shall be recorded in the minutes of the meeting at which it is made.

Any SIA business transaction which involves an actual or potential conflict of interest with a Person shall have terms which are at least as fair and reasonable to SIA as those which would otherwise be available to SIA if it were dealing with an unrelated party.

The Conflict of Interest shall be made available to each Person who shall complete the attached questionnaire on an annual basis.

QUESTIONNAIRE

From time to time, SIA shall circulate questionnaires about conflicts of interest to Persons, including upon commencement of service on the region board, region board committee or employment and at least annually thereafter.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.

Conflict of Interest Questionnaire

Soroptimist International of the Americas, Inc. ("SIA") believes that region board members, region board committee members and employees ("Persons") should deal with customers, agents, suppliers and all other persons doing business with SIA without any inference or preference based on personal considerations. In order that SIA's records may be clear in this respect, please fill out this questionnaire and return it promptly in a sealed envelope to the attention of the Region Governor.

In responding to these questions, please note that a "yes" answer does not imply that the relationship or transaction is necessarily inappropriate.

1. Are you or is any close relative of yours or any member of your household an officer, director, or hold any other position of responsibility in any corporation or other enterprise with which SIA has business dealings?

Yes _____ No _____

If the answer to the foregoing question is "yes," please list the names of such relatives or members of your household and of such corporations or enterprises, the positions held and the approximate dollar-amount of business involved with SIA last year.

2. Do you, or does any close relative or member of your household have a financial interest in, or receive any remuneration or income from, any enterprise with which SIA has business dealings?

Yes _____ No _____

If the answer to the foregoing questions is "yes," please supply the following information:

(a) Names of the enterprises in which such interest is held and the person(s) by whom such interest is held:

(b) Nature and amount of each such financial interest, remuneration or income:

3. Have you or has any close relative or member of your household accepted personal gifts or gratuities or derived any other benefit or pecuniary profit during the past year from any person, company, partnership or other enterprise (including a non-profit organization), which has sold supplies, products or services to, or otherwise has done business with SIA?

Yes _____ No _____

4. Were you involved in any other activity during the past year that might be interpreted as a possible conflict of interest?

Yes _____ No _____

If "yes," please describe:

In order to assure full disclosure of potential conflicts of interest so that such situations may be ethically resolved, and to ensure that SIA is aware of the elimination of a potential conflict of interest situation, I hereby assume the duty of notifying SIA in writing of any additions to, deletions from, or modifications of the above information.

Further, I certify that the foregoing information is true and complete to the best of my knowledge.

Signature: _____

Print Name: _____

Date: _____

Received by Region Governor

Signature: _____

Print Name: _____

Date: _____

WHISTELBLOWER POLICY/REPORTING FINANCIAL IMPROPRIETIES

SIA is committed to operating in compliance with all applicable laws, rules and regulations, including those concerning accounting and auditing, and prohibits fraudulent practices by any of its region volunteers. This policy outlines a procedure for region volunteers to report actions they reasonably believe violates a law, rule, or regulation that constitutes fraudulent accounting or other practices.

Region volunteers include the region board, and all volunteers of the region. If region volunteers have reasonable belief or actual knowledge that financial misconduct has or is occurring within the region, they are to report their concerns to protect the assets and interests of the SIA region. Any expenditure of the region's resources that is inconsistent with its charitable purposes constitutes misuse; e.g. embezzlement, misappropriation of goods, services, or resources; diversion of assets; forgery or alteration of documents; fraudulent financial reporting; stealing; conflict of interest situations that result in financial loss; violation of SIA financial policies for personal gain.

Region volunteers can confidentially report alleged improprieties in writing to the region governor, SIA executive director & CEO and SIA President. If for any reason a region volunteer finds it difficult to report his or her concern to the region governor, SIA executive director & CEO or SIA President, the region volunteer can submit the report in writing to the SIA board Secretary/Treasurer with copies to the SIA President or SIA executive director & CEO or SIA Chief Operating & Financial Officer. The report should be written as soon as possible after the events that gave rise to the situation.

The person receiving the report shall acknowledge receipt of the report in writing and conduct a preliminary review to determine the appropriate course of action. If it is determined a formal investigation should be conducted, the matter will be turned over to the region governor or if concerning the region governor, turned over to the SIA executive director & CEO and SIA President. Upon completion of the investigation, the findings will be reported to the SIA board and region board. Based upon this report, the SIA Board will determine what additional action, if any, should be taken.

Any region volunteer who reports a problem in good faith will not be retaliated against or penalized because of the act of reporting. Region volunteers found to have engaged in retaliatory behavior may be subject to discipline. Knowingly making false reports will result in disciplinary action.



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.®

Guide to Office365 Club Email Management

Table of Contents

Signing In and Accessing Club Email.....	page 2-8
Changing the Password	page 9-10
Forwarding Club Email to Another Email Address	page 11-13
Getting Help	page 14-15

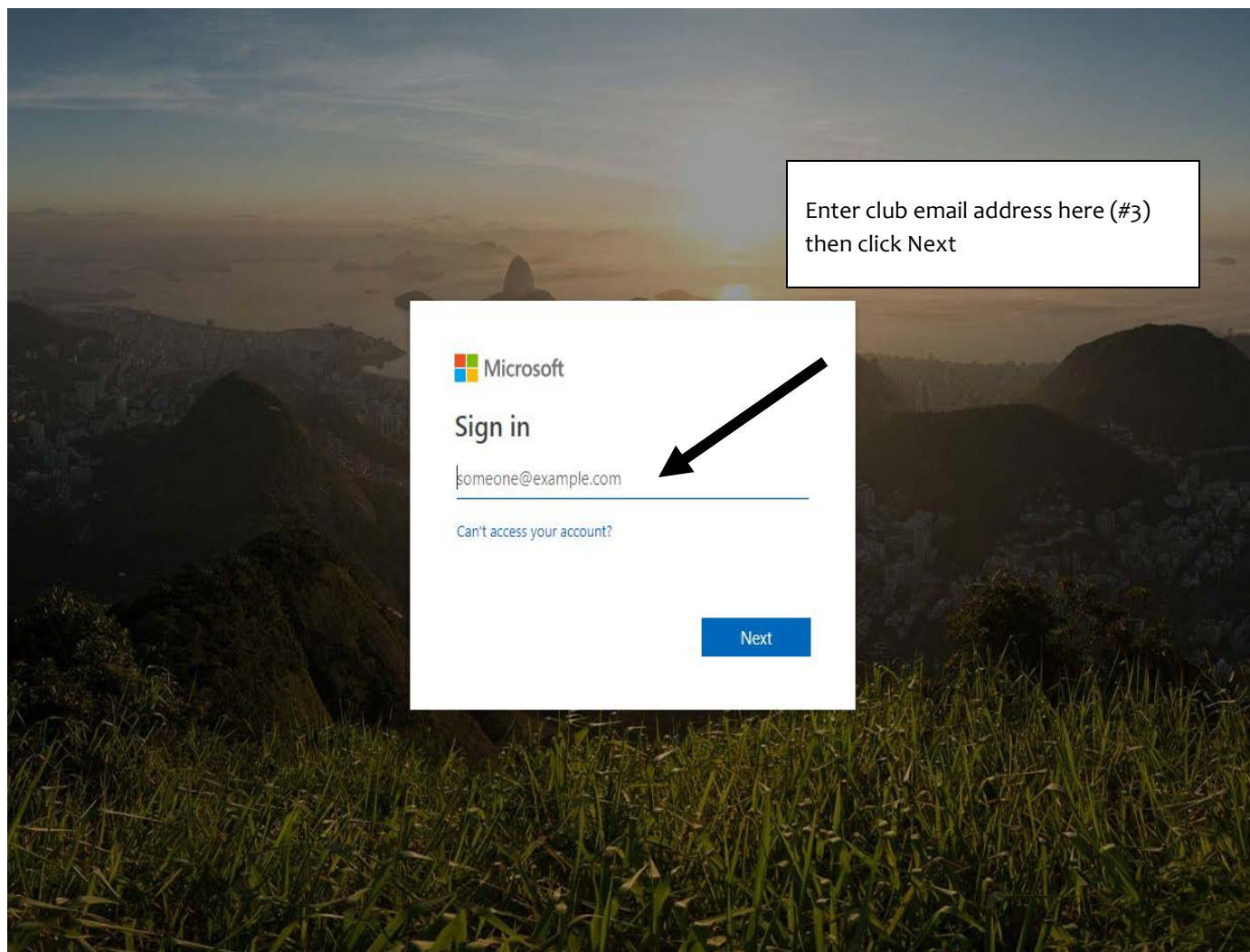
Signing in and Accessing Office365 Club Email

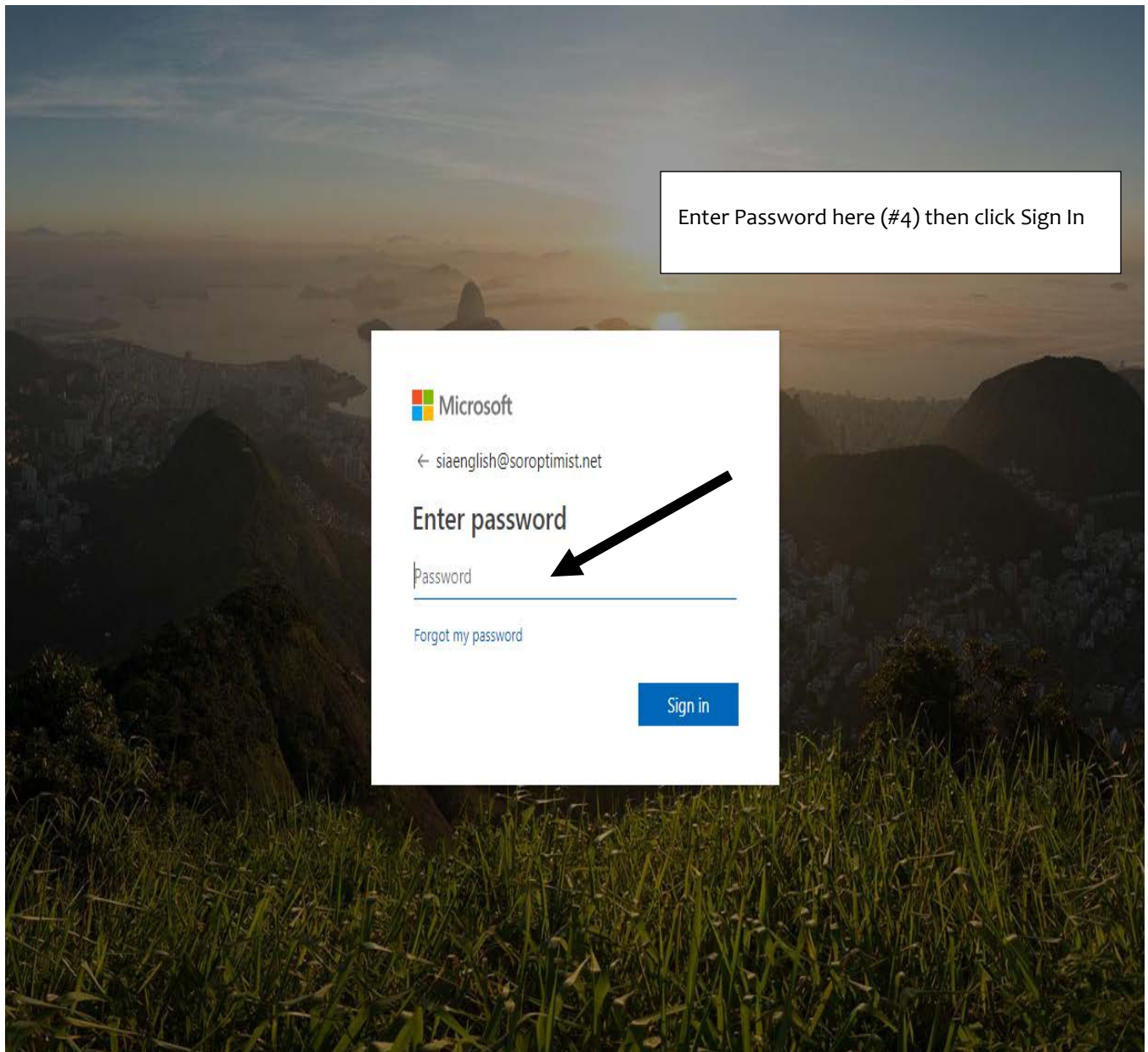
How to sign-in and access Office365 club email

1. Open an internet browser window (i.e.: Internet Explorer, Firefox, Safari, etc)
2. In the address line type: **mail.office365.com** and press “enter” on the keyboard.
3. Enter your Microsoft Account ID = **siclubname@soroptimist.net**
4. Enter your Password = 6 digit club ID number preceded by sia (i.e. sia111111)

Please do not add any spaces or characters to the Microsoft Account/Club email address provided by Soroptimist Headquarters.

Example: Soroptimist International of Nassau County → sinassaucounty@soroptimist.net





Enter Password here (#4) then click Sign In

Microsoft

← siaenglish@soroptimist.net

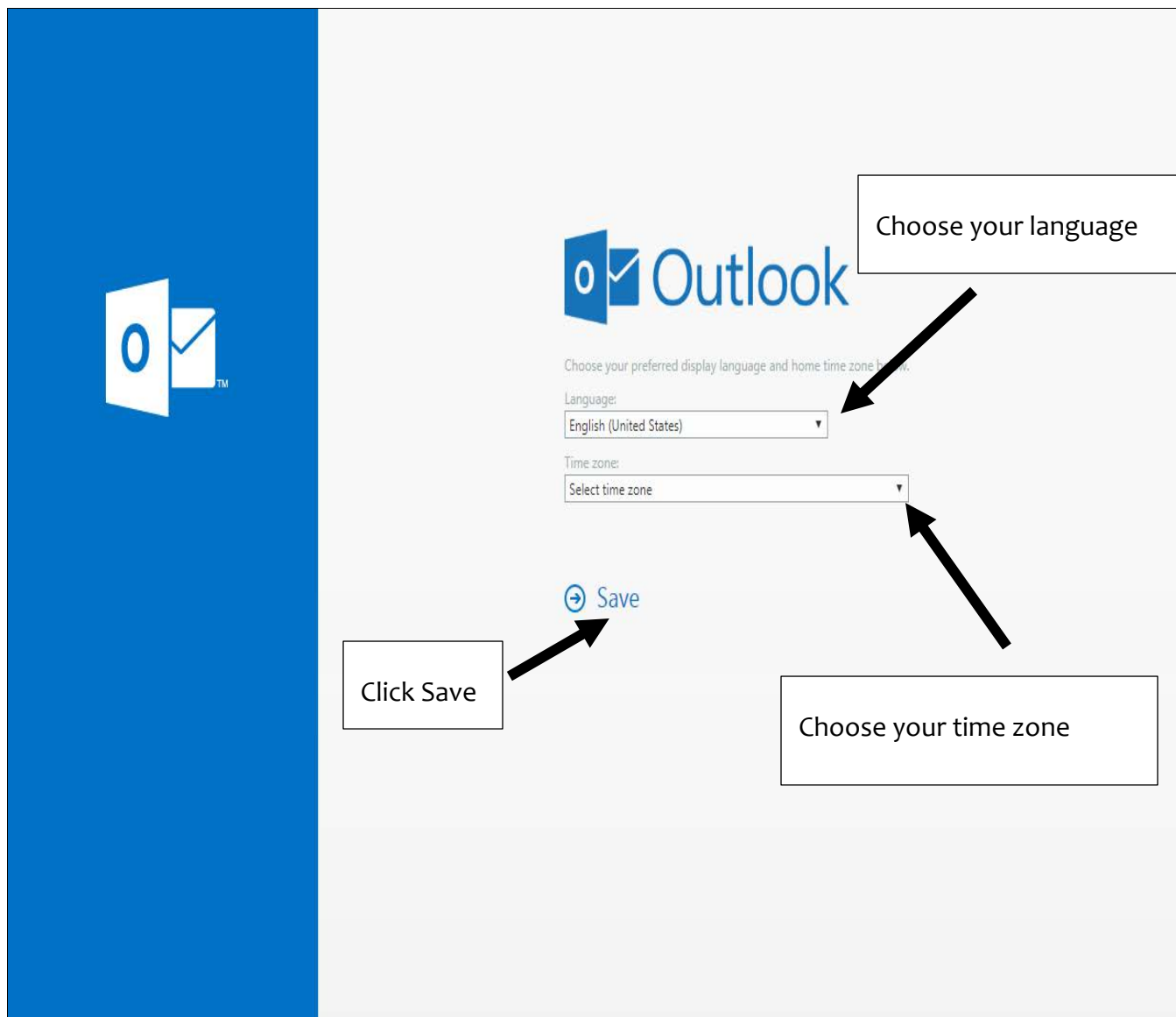
Enter password

Password

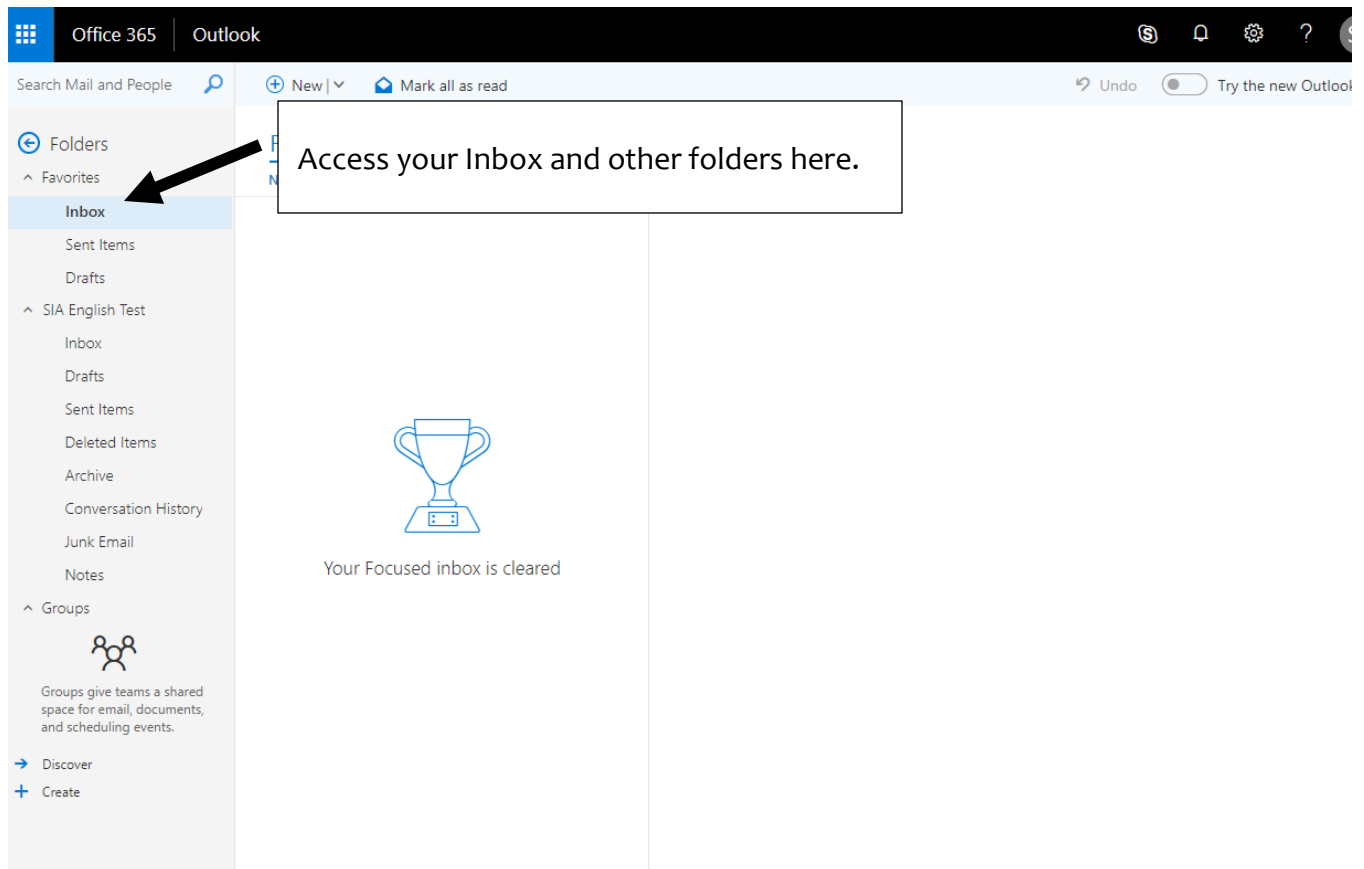
[Forgot my password](#)

Sign in

5. When you log into the Office365 system for the first time you will be asked to choose your language and time zone.



6. Once logged in, you should now see your club email inbox.



Important Folders:

Inbox: Holds current emails

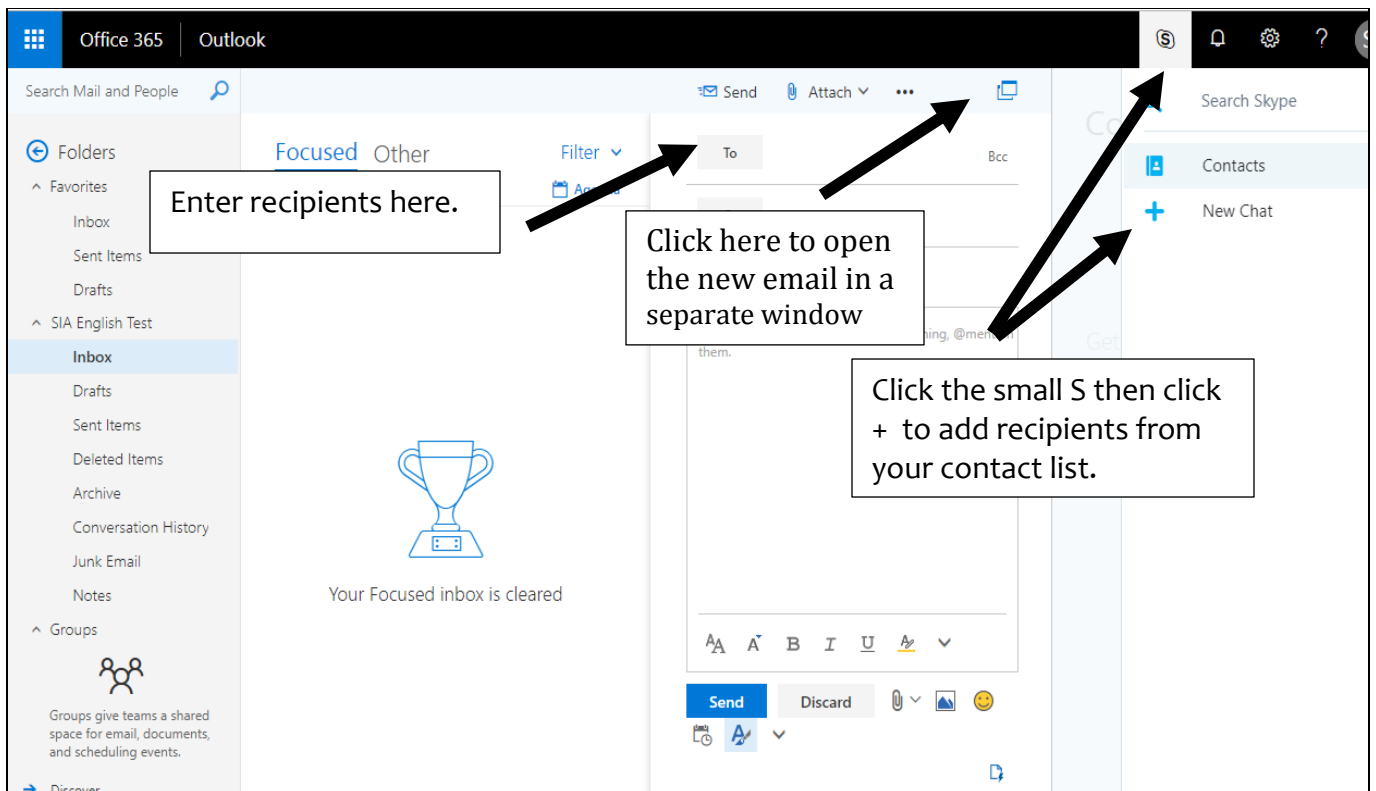
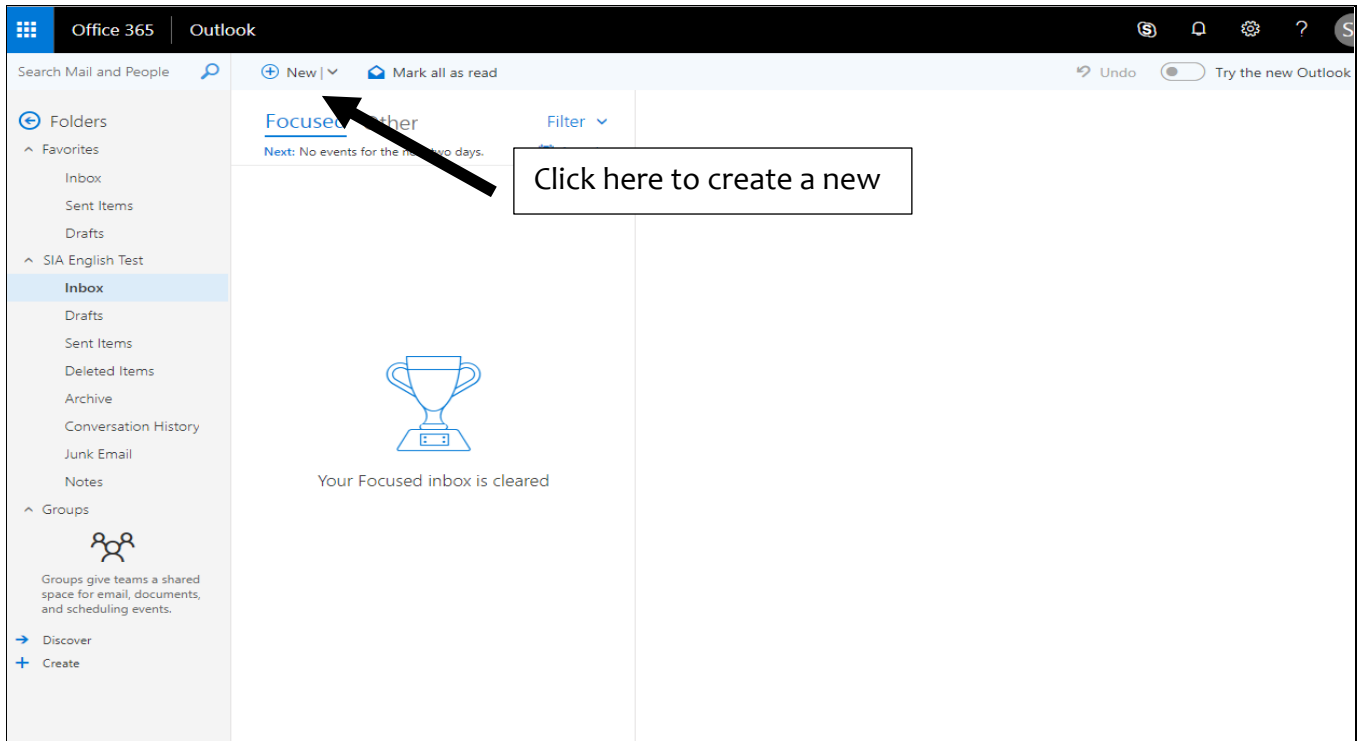
Junk Folder: Outlook Web App filters certain emails into this folder. If you are expecting an email and have not received it- check this folder first. There is a chance it was automatically filed in this Folder.

Drafts: Emails you have started but not sent will be saved to this file.

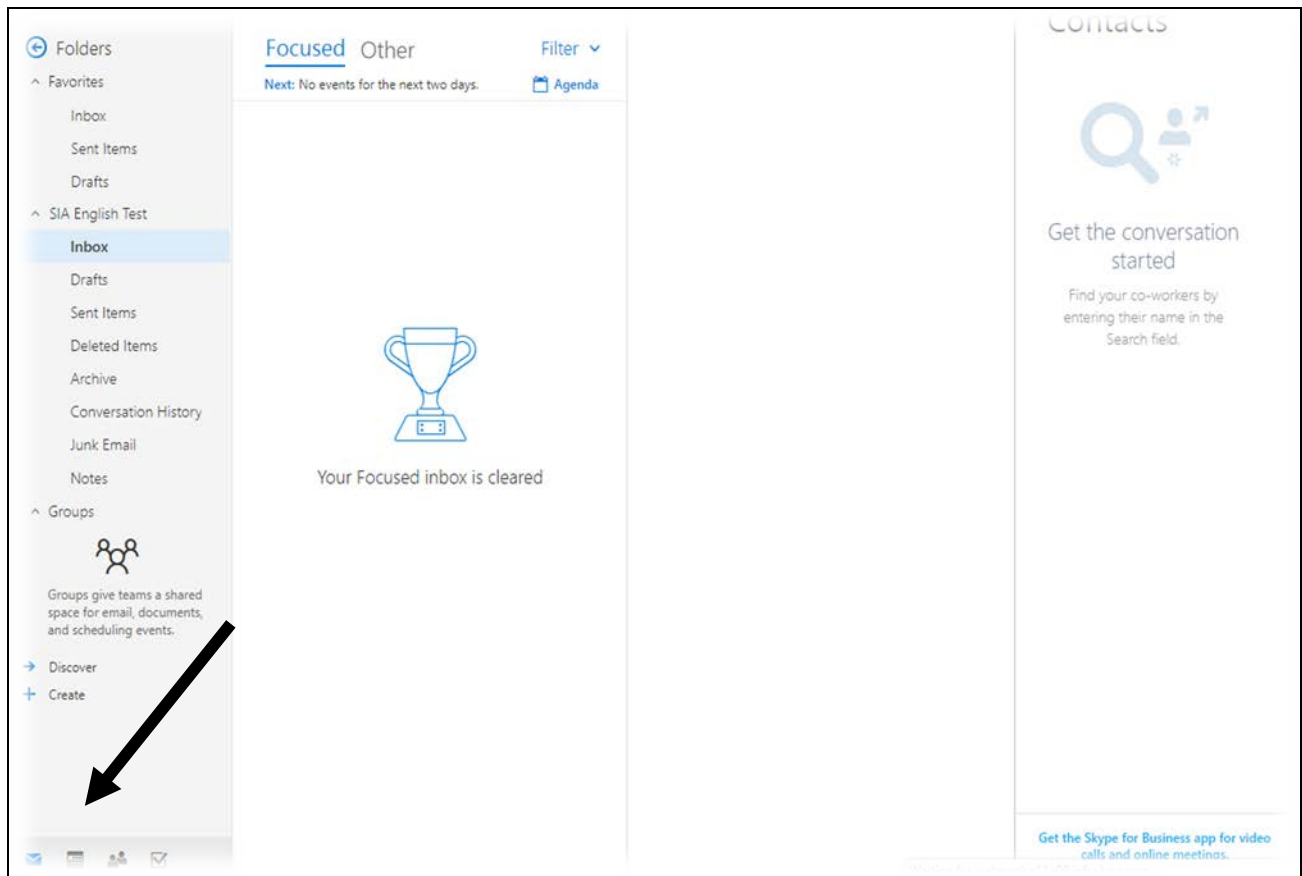
Sent Items: Outlook Web App automatically saves a copy of your sent emails to this Folder.

Deleted Items: When you delete an email, it will transfer to this Folder. To permanently Delete the email, make sure to delete from this folder as well.

7. Start a new email by clicking the New Mail link on the top left of the screen.



- Click the links on the navigation bar located at the bottom left side of screen to access your calendar, contacts, task list and cloud storage.



Notable Office 365 toolbar links:

Outlook: Email inbox main screen.

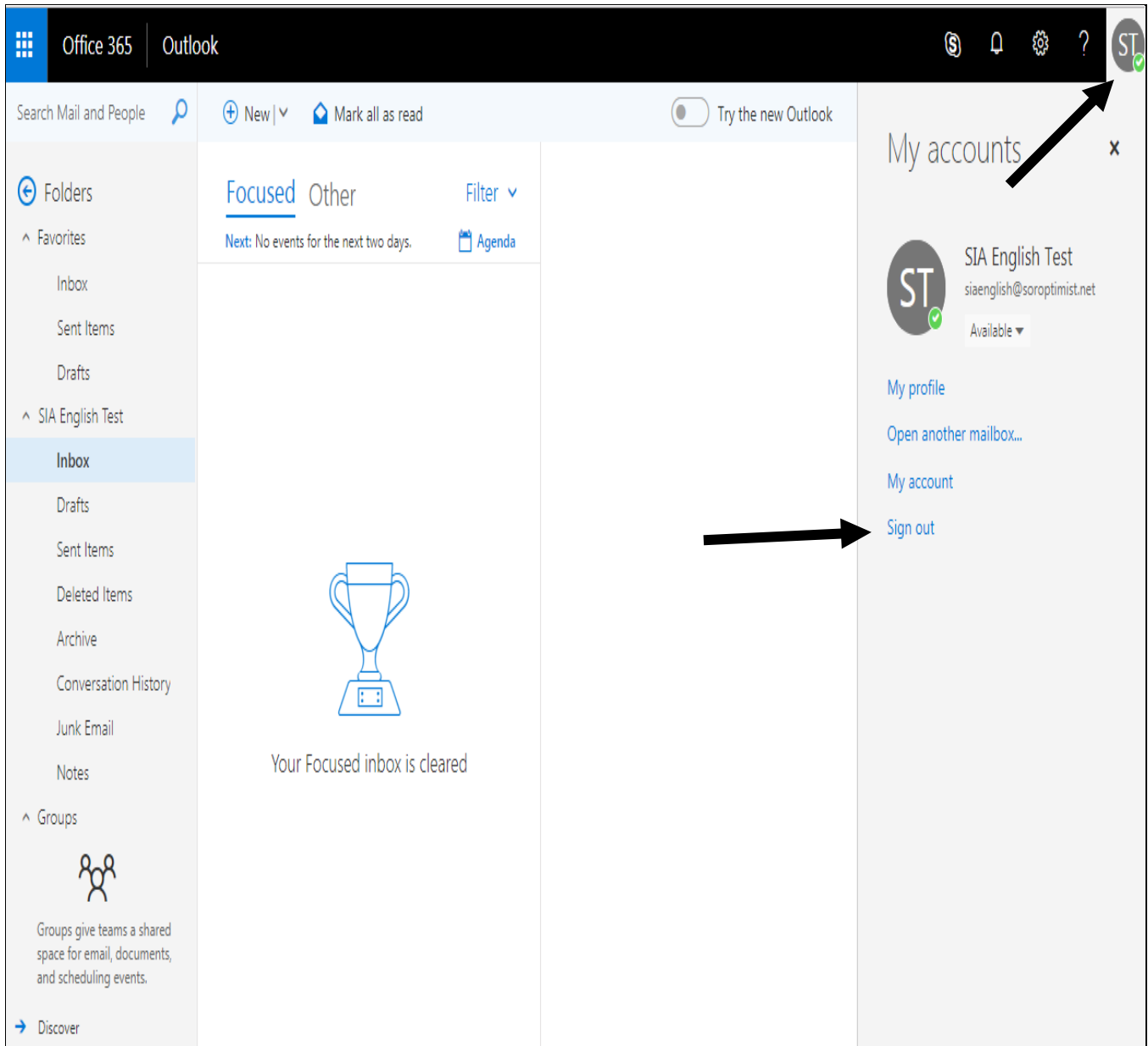
Calendar: Full featured calendar that allows you to add events, invite attendees, etc.

People: Contact and group list.

Tasks: Outlook Web App automatically saves a copy of your sent emails to this folder.

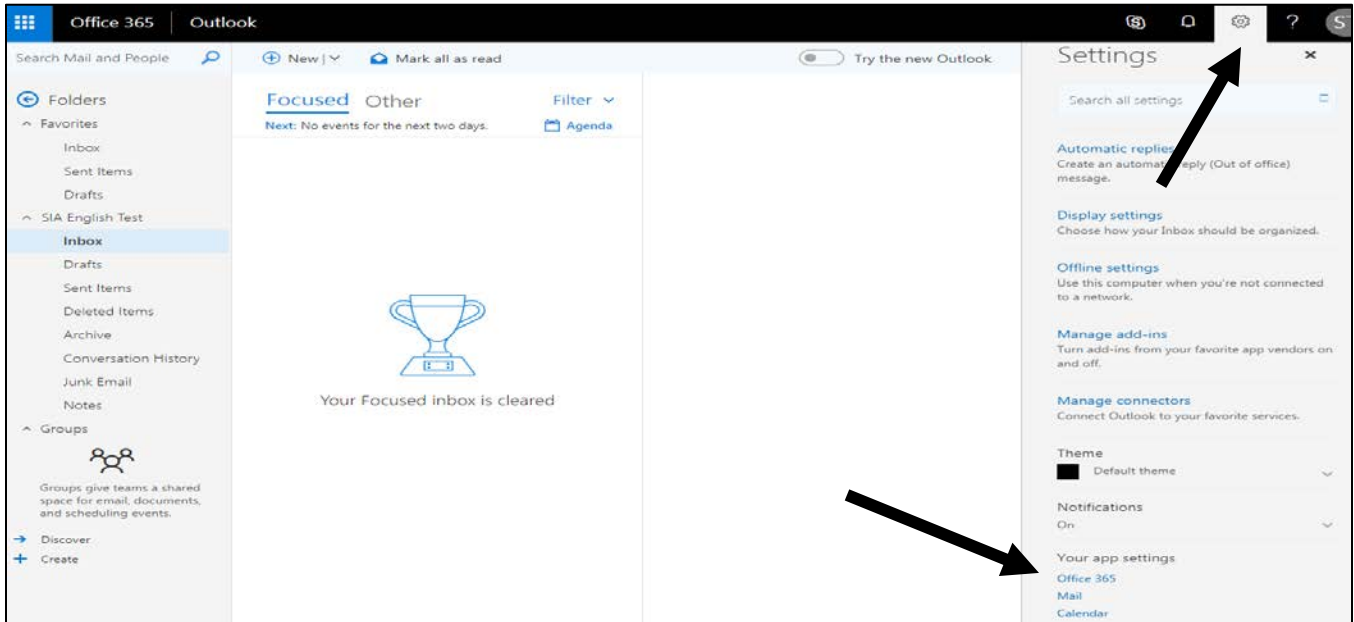
OneDrive: Online cloud storage.

9. When you have finished your tasks within Outlook Web App click on the account icon on the top right and choose Sign Out from the drop down menu to log out of the system.

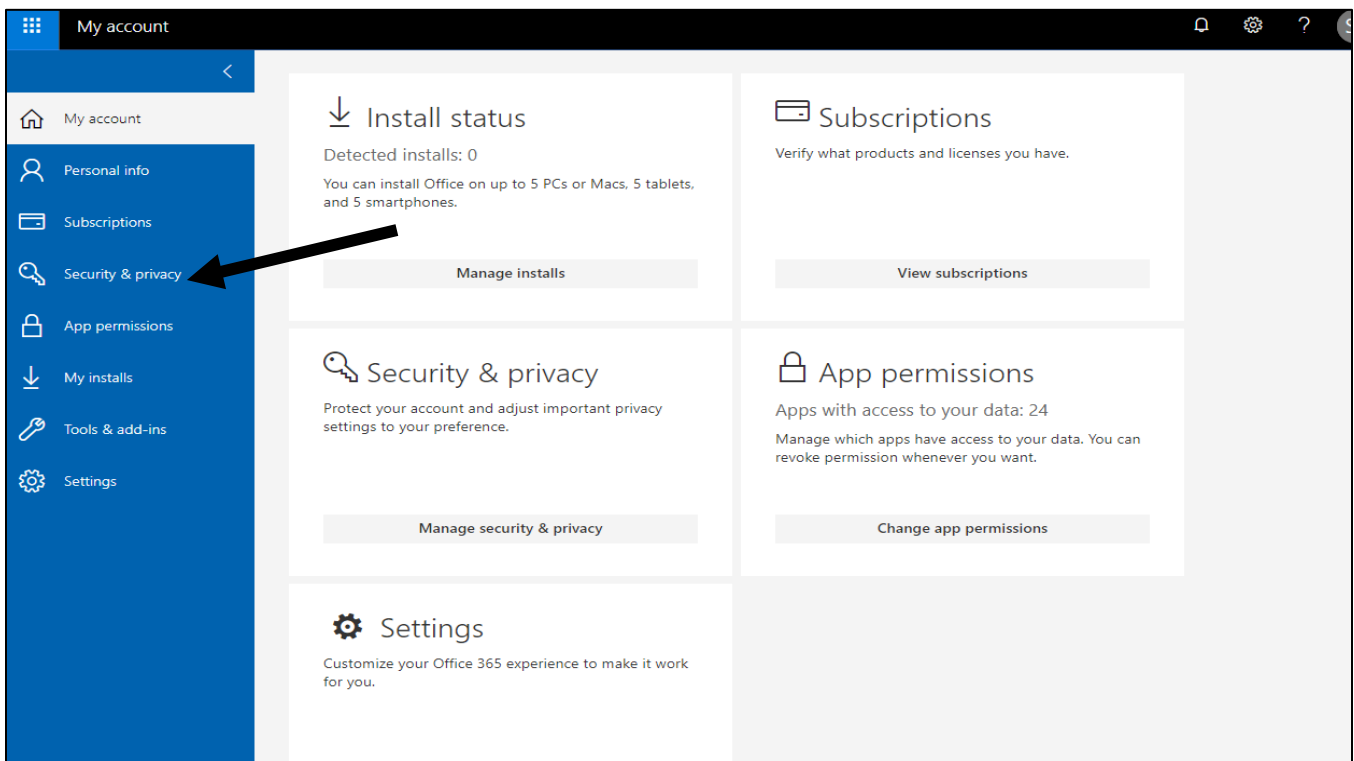


Changing the Password

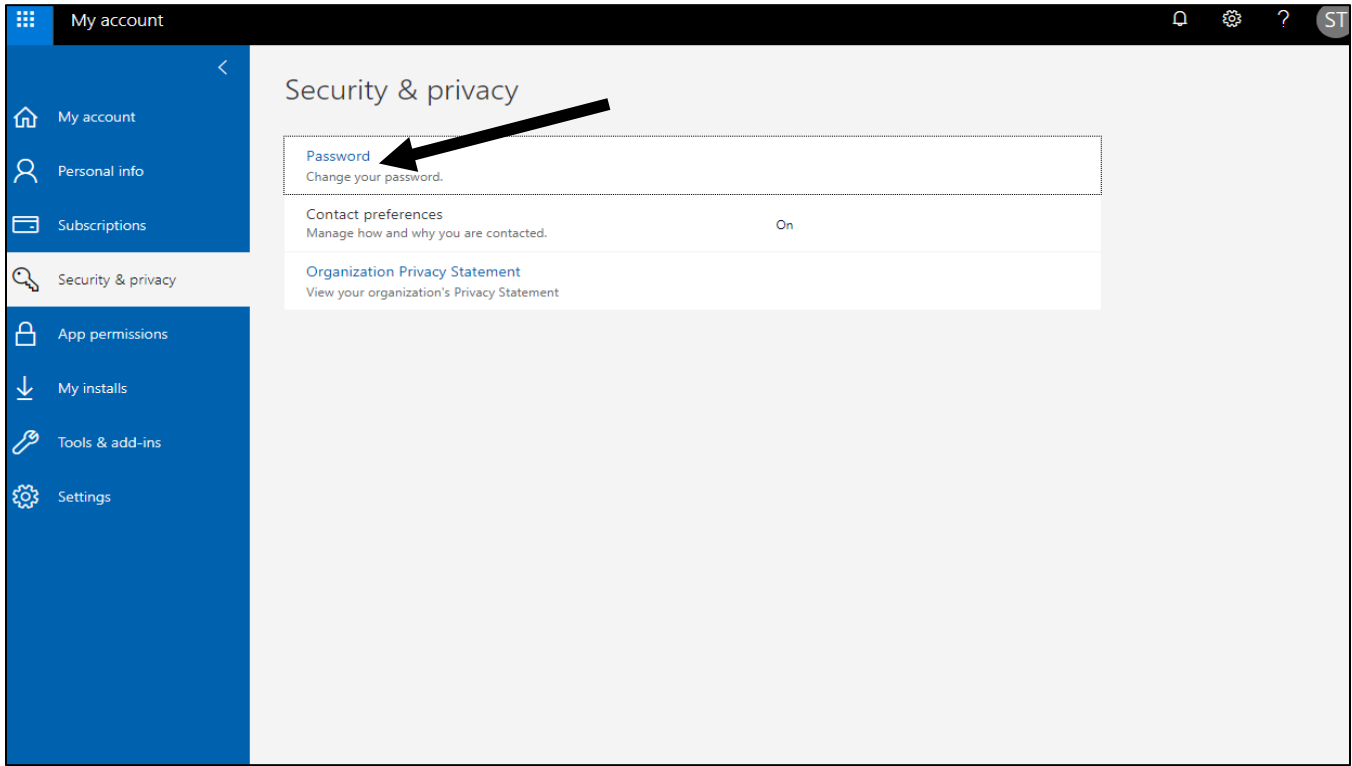
1. From the main Inbox screen, click gear icon on the top right and choose Office 365 Settings.



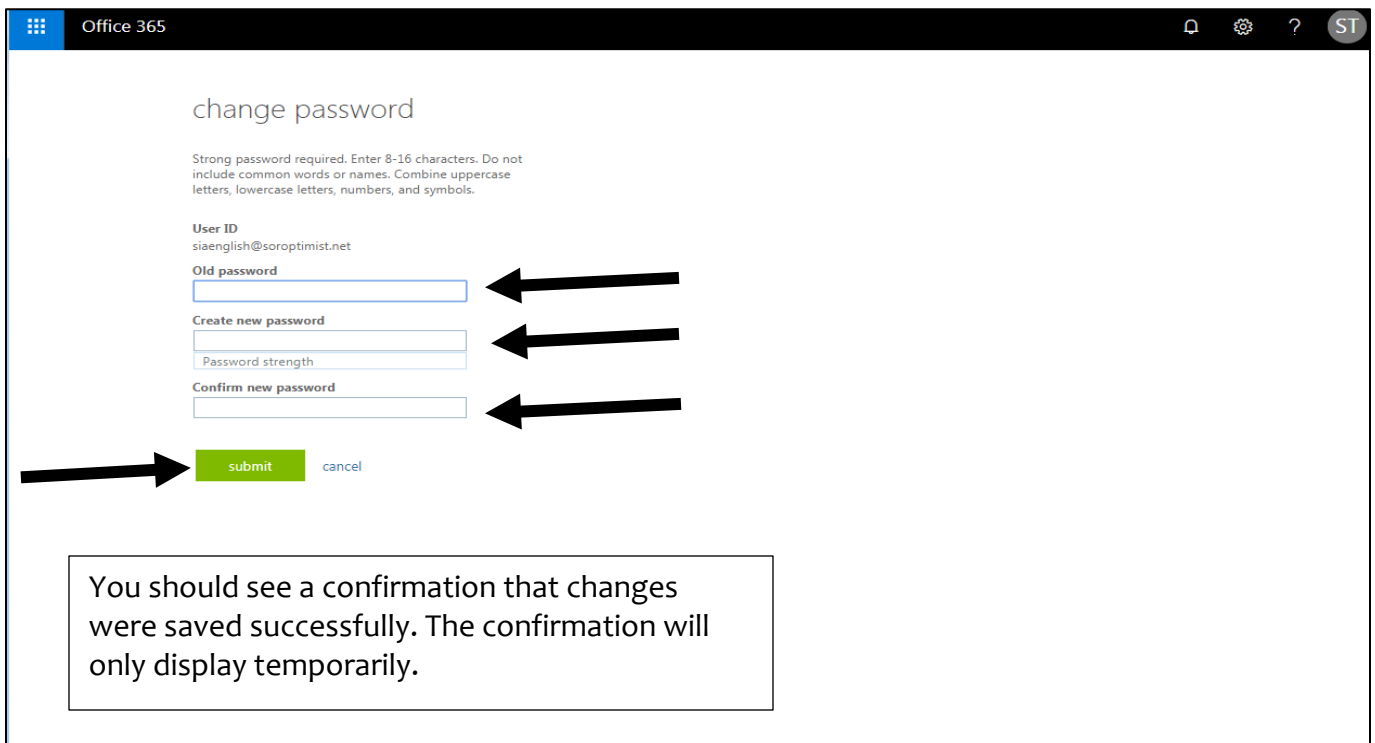
2. Click Security and Privacy located on left side of page.



3. Click Password (Change your password.)

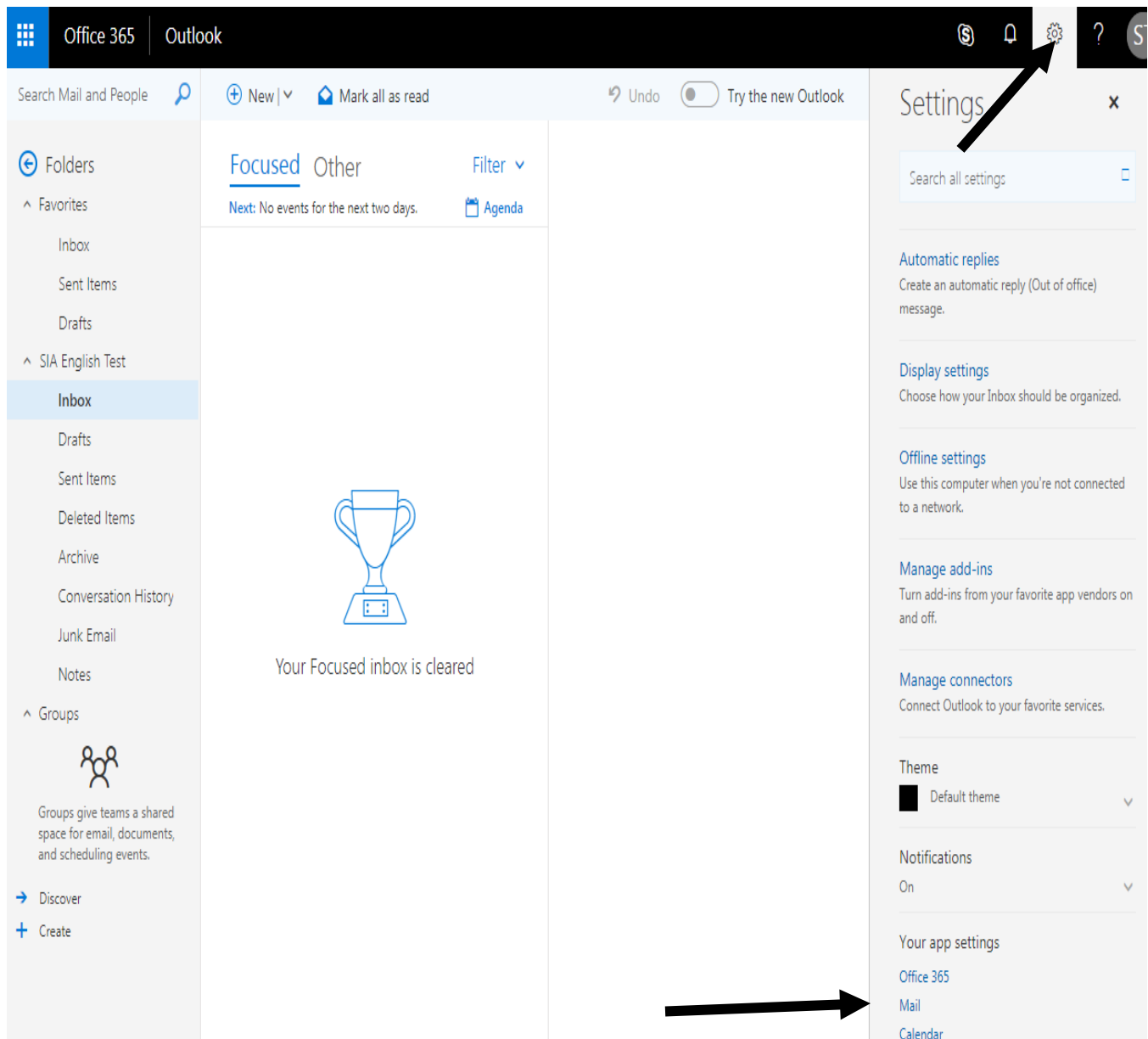


4. Enter your Old password then Create new password then Confirm new password and Submit.



Forwarding Club Email to Another Email Address

1. From the main inbox screen, click the gear icon on the top right and choose Options.
2. On the next page click Mail located on the bottom right of page.



3. Click the Forwarding link option to forward the club's emails to another email account.

The screenshot displays the Outlook 'Mail options' settings page. On the left, the 'Options' sidebar is visible, with 'Mail' selected. A black arrow points to the 'Forwarding' option under the 'Accounts' category. The main content area, titled 'Mail options', provides an overview of email account settings and lists four categories: Automatic processing, Accounts, Layout, and S/MIME. The right-hand pane shows the 'Settings' window with a search bar and several sections: Automatic replies, Display settings, Offline settings, Manage add-ins, Manage connectors, Theme, Notifications, and Your app settings.

4. In the Forwarding section, enter the email address you want to forward the club's email to.
5. Then click Start forwarding
6. Send a test email to the club's email account to ensure forwarding is set-up correctly.
7. If you want to completely turn off the forwarding function click Stop Forwarding.
8. If you want to change the email address you are forwarding to, click Stop Forwarding, and enter the new email address then click Start Forwarding.

The screenshot shows the Outlook 'Forwarding' settings page. The left sidebar lists various settings categories, with 'Forwarding' selected under the 'Mail' section. The main content area has a 'Save' button and a 'Discard' button at the top. Below them are two radio button options: 'Start forwarding' and 'Stop forwarding'. The 'Start forwarding' option is currently selected. Under 'Start forwarding', there is a text input field labeled 'Forward my email to:' with the placeholder text 'Enter an email address'. Below this field is a checkbox labeled 'Keep a copy of forwarded messages'. Three callout boxes with arrows point to specific elements: one points to the 'Start forwarding' radio button, another points to the email address input field, and a third points to the 'Stop forwarding' radio button. The right sidebar shows the 'Settings' pane with a search bar and various settings categories like 'Manage add-ins', 'Manage connectors', 'Theme', 'Notifications', and 'Your app settings'.

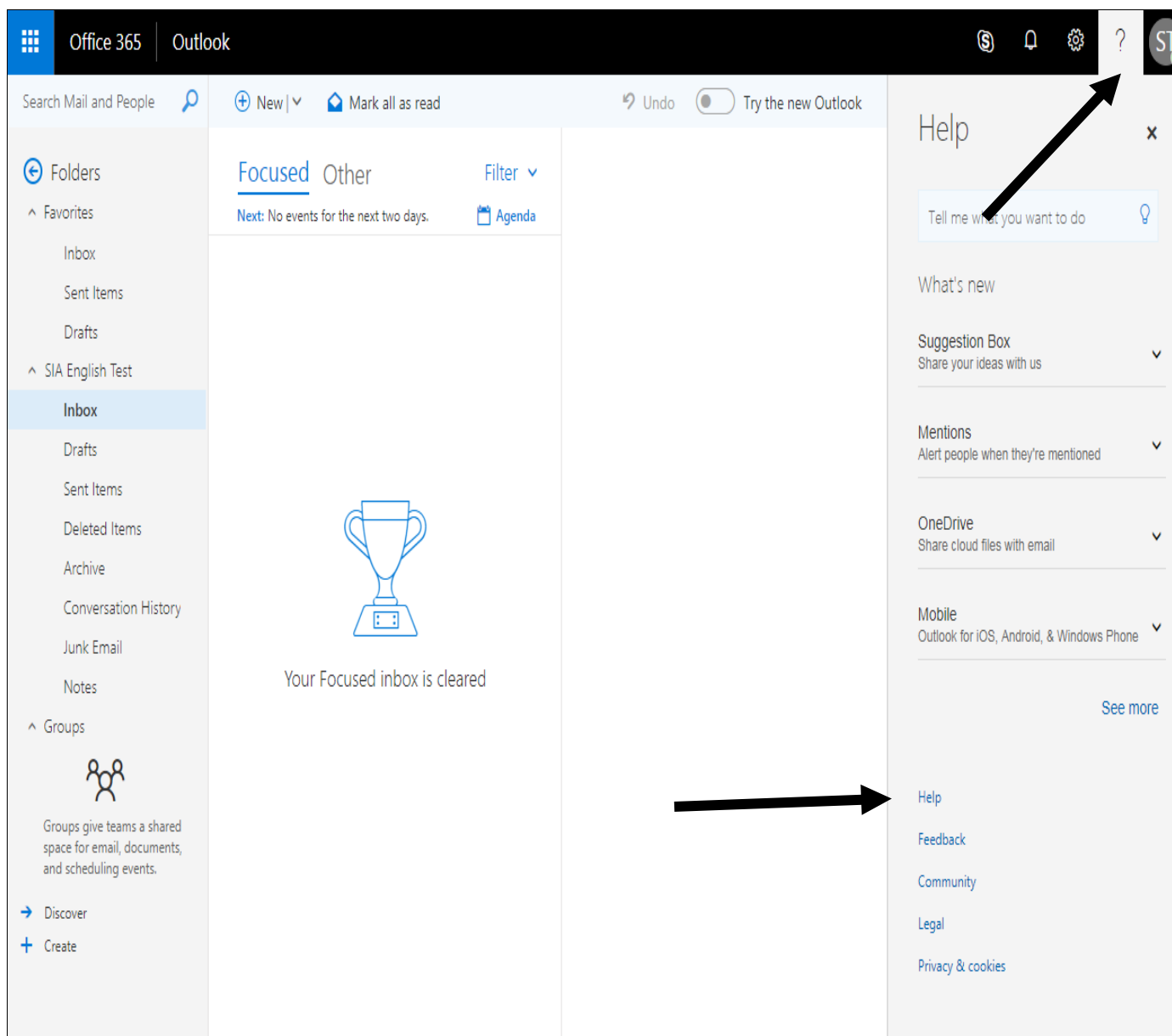
(#5) Click Start forwarding to save the changes.

(#4) Enter the email address you want to Forward the club's email to

To end the forwarding function click Stop forwarding.

Getting Help

1. This user guide contains the basic information needed to get started with your new Office 365 club email account. For help on the many features of the Office 365 – Outlook Web App system click the question mark icon on the top right of your screen and then choose “Help” from the menu.



2. This will open the Outlook Web App for Office 365 Enterprise Help webpage which includes more information and links to instructions for all the features of Outlook Web App.

The screenshot shows the Outlook Web App interface. At the top, there's a navigation bar with 'Office 365' and 'Outlook'. Below that, a search bar is present. The main content area displays the title 'Outlook on the web for Office 365 Business' and a sub-header 'Get help with Outlook on the web'. A note indicates that the web experience is being updated, with some users still seeing the classic version. A link is provided to 'Get help with the new Outlook on the web'. On the right side, there's a 'Help' sidebar with a search bar and several categories: 'What's new', 'Suggestion Box', 'Mentions', 'OneDrive', and 'Mobile'. At the bottom of the sidebar, there are links for 'Help', 'Feedback', 'Community', 'Legal', and 'Privacy & cookies'.



사회경제적 자구능력을 키우는 프로그램으로
여성과 소녀들의 삶을 개선시키고자
자원봉사를 펼치는 국제 여성 단체

국제 소롭티미스트 미주연합회®

오피스 365 클럽 이메일 관리 안내



목차

클럽 이메일 수신 등록과 접속..... 페이지2-6
비밀번호 변경.....페이지7- 9
클럽 이메일을 다른 이메일 주소로 이송.....페이지10-12
도움받기..... 페이지12

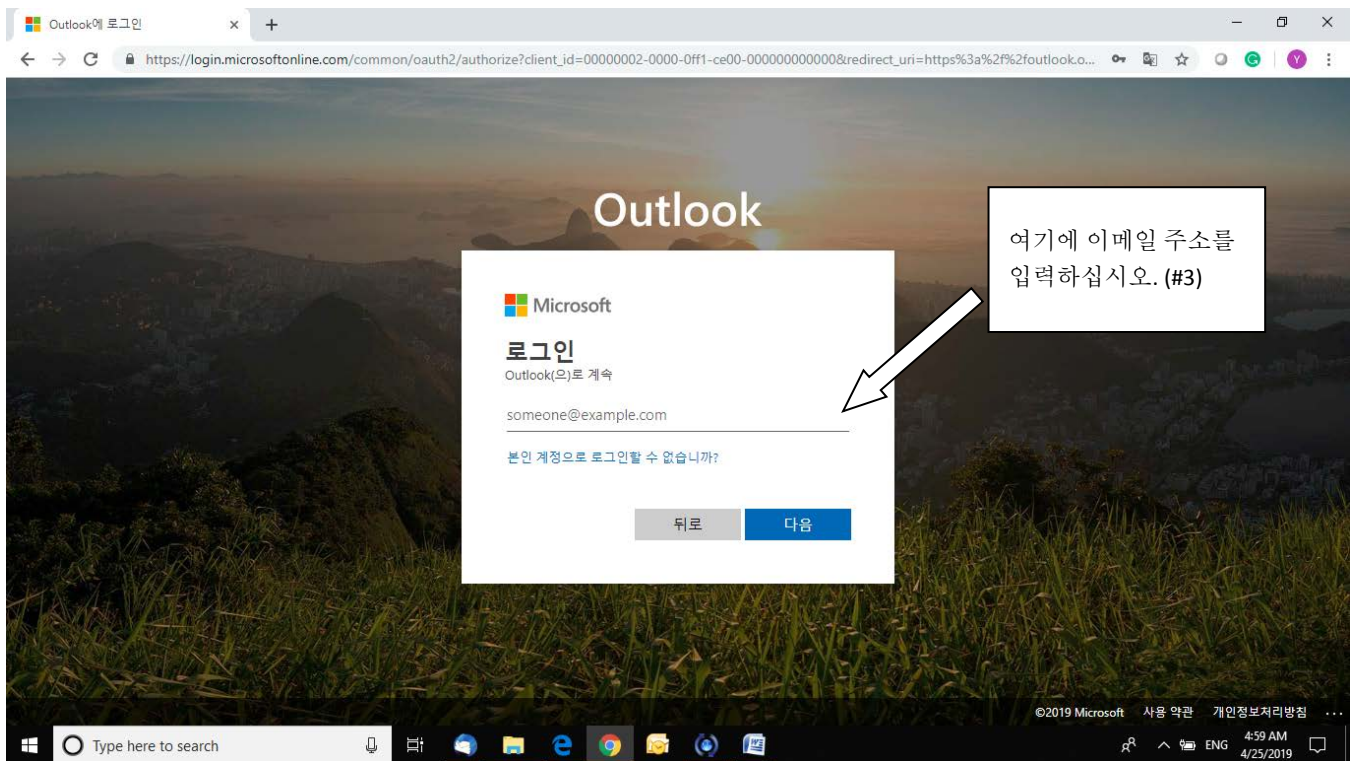
오피스 365 클럽 이메일 수신 등록과 접속

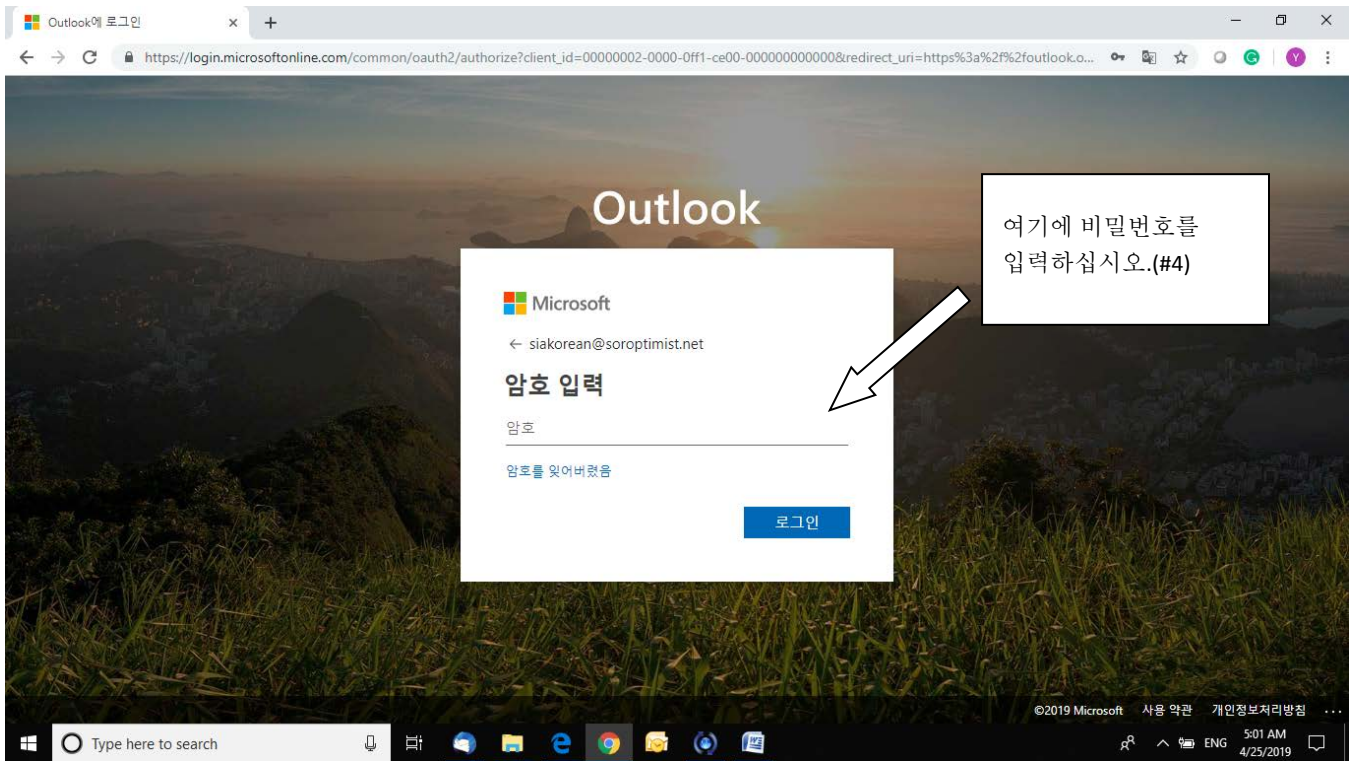
오피스 365 클럽 이메일 수신 등록과 접속 방법

1. 인터넷 브라우저 창을 여십시오 (예: 인터넷 익스플로러, 파이어폭스, 사파리 등)
2. 주소란에 **mail.office365.com** 을 입력하시고 문자판에서 “실행(enter)” 키를 누르십시오.
3. 마이크로소프트 계정 아이디인 siclubname@soroptimist.net 를 입력하십시오.
4. 비밀번호를 입력하십시오. = sia 다음에 6 자리의 클럽 아이디 번호입니다. (예: sia111111)

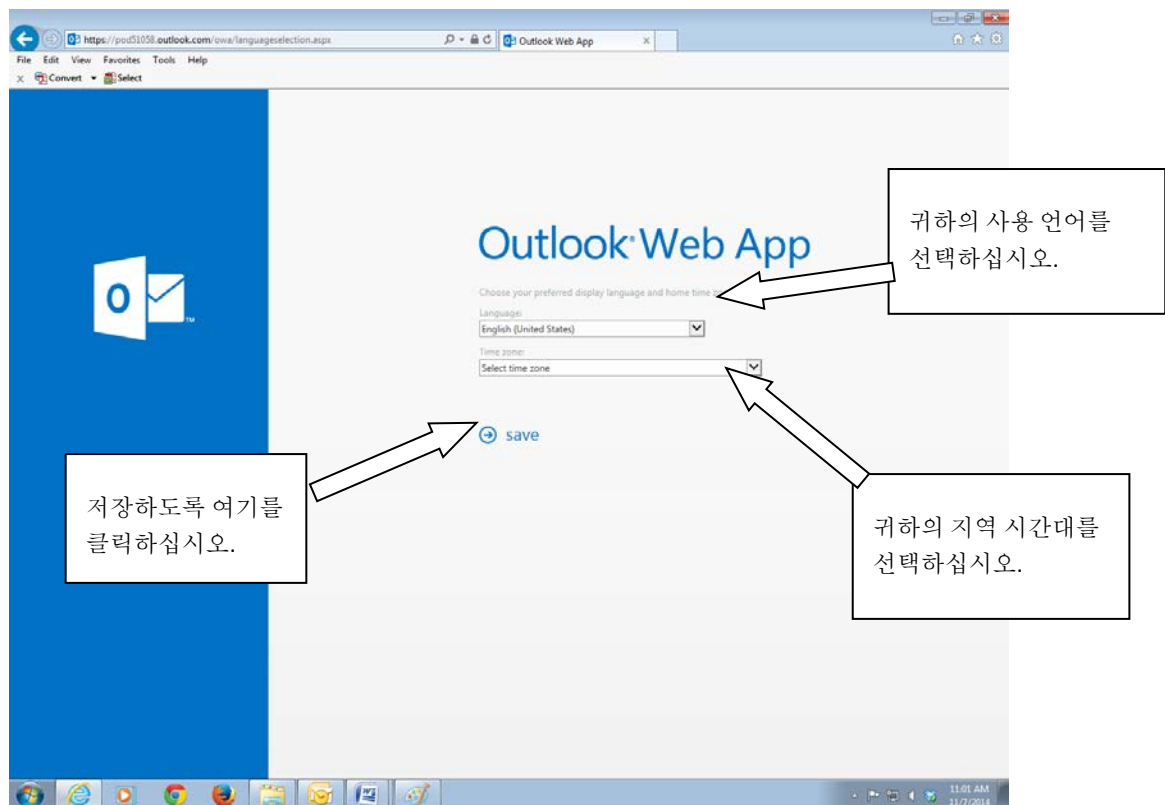
소롭티미스트 본부에서 제공한 마이크로소프트 계정/클럽 이메일 주소 철자 사이에 칸을 띄우거나 다른 철자를 추가하지 마십시오.

보기: Soroptimist International of Nassau County → sinassaucounty@soroptimist.net

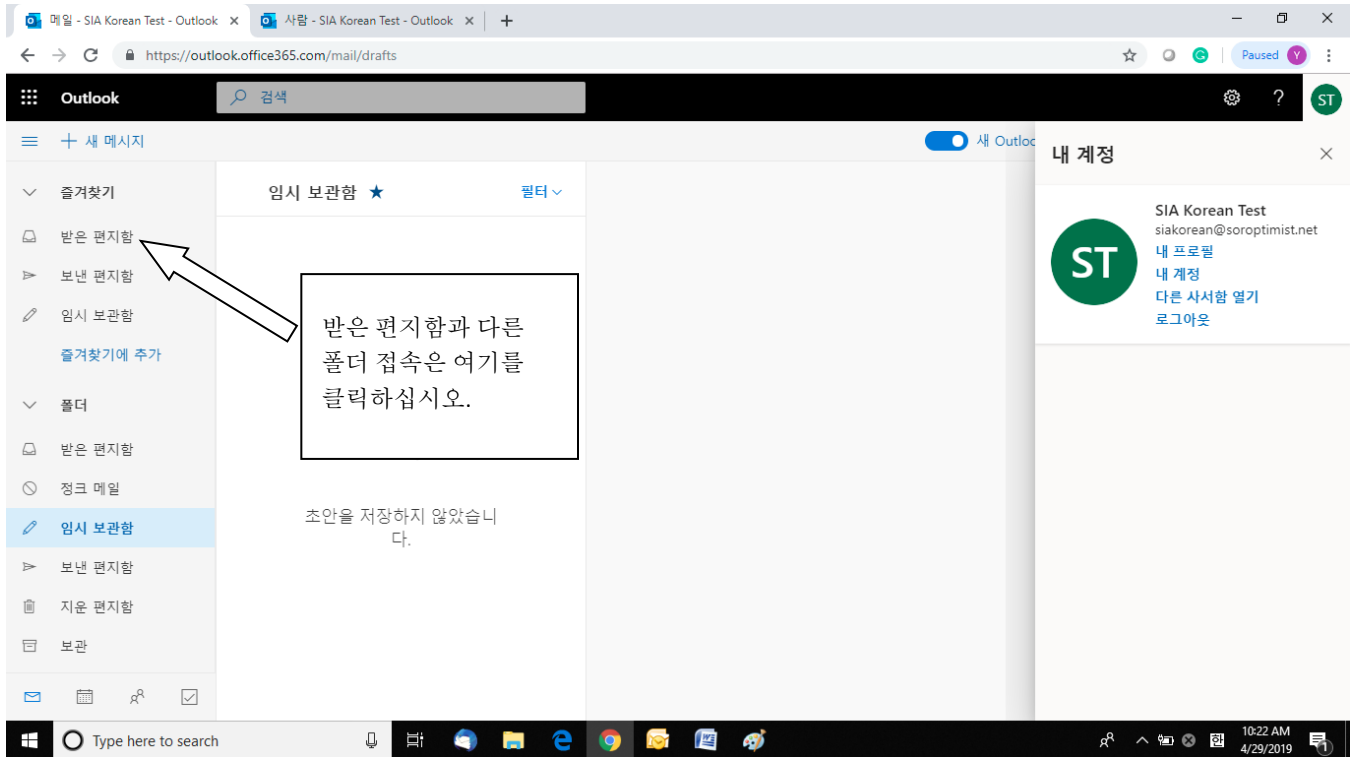




1. 오피스 365 시스템에 처음으로 로그인하셨다면, 귀하의 사용 언어와 지역 시간대를 선택하라는 표시가 나옵니다.



2. 일단 로그인이 되면, 귀하의 클럽 이메일을 받은 편지함(inbox)에서 보게 됩니다.



주요 폴더:

받은 편지함(Inbox): 현재 들어온 이메일을 보관합니다.

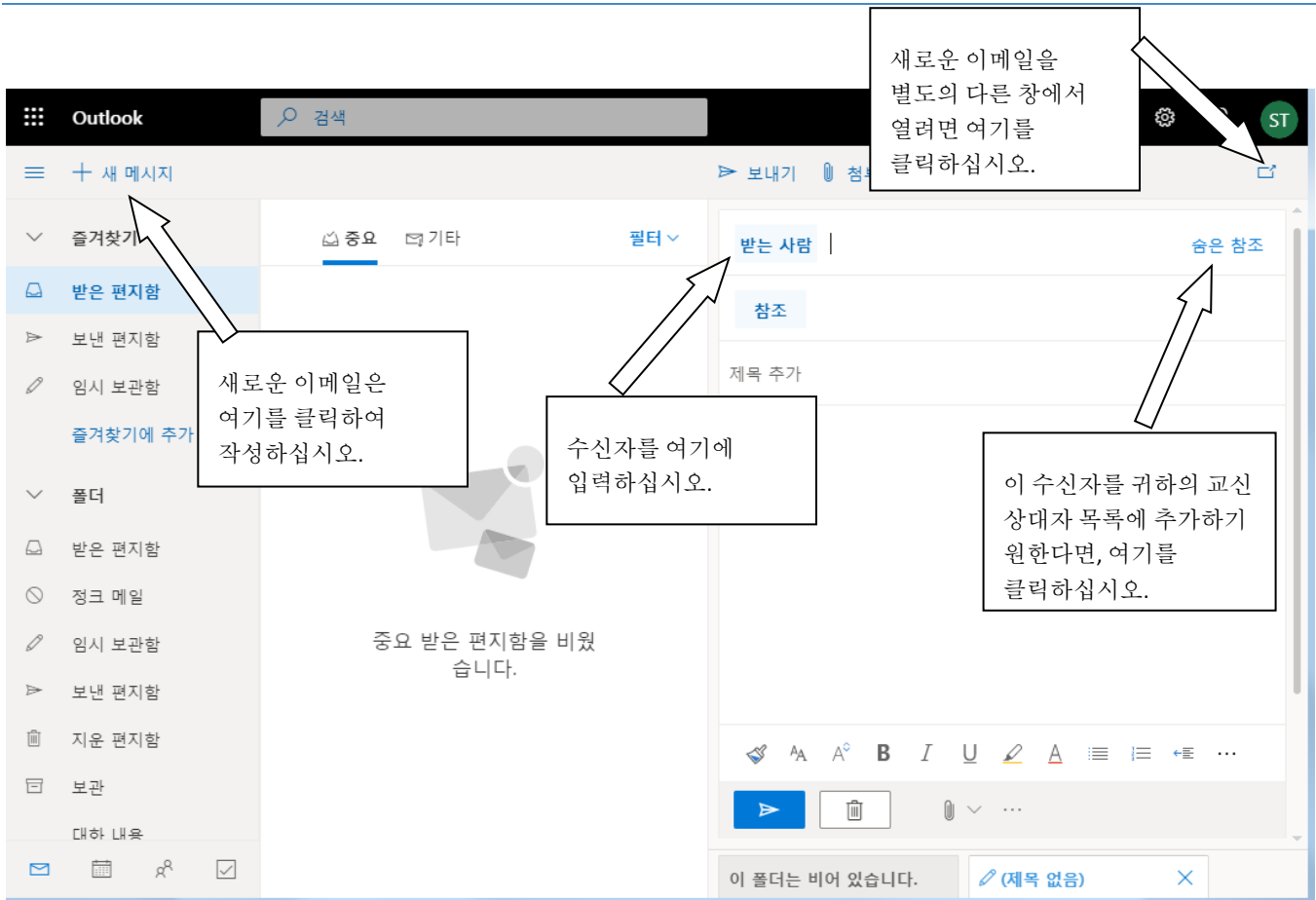
정크 폴더(Junk Folder): 아웃룩 웹 앱은 폴더에 있는 특정 이메일을 가려냅니다. 귀하가 어떤 이메일을 기다리는 상태에서 그 이메일을 받지 못하였다면, 우선 이 폴더를 검색하십시오. 기다리던 이메일이 이 폴더에 자동으로 들어가서 보관되는 경우가 있습니다.

드래프트(Drafts): 이메일을 이미 작성하였지만, 아직 발송하지 않은 이메일이 이 파일에 저장됩니다.

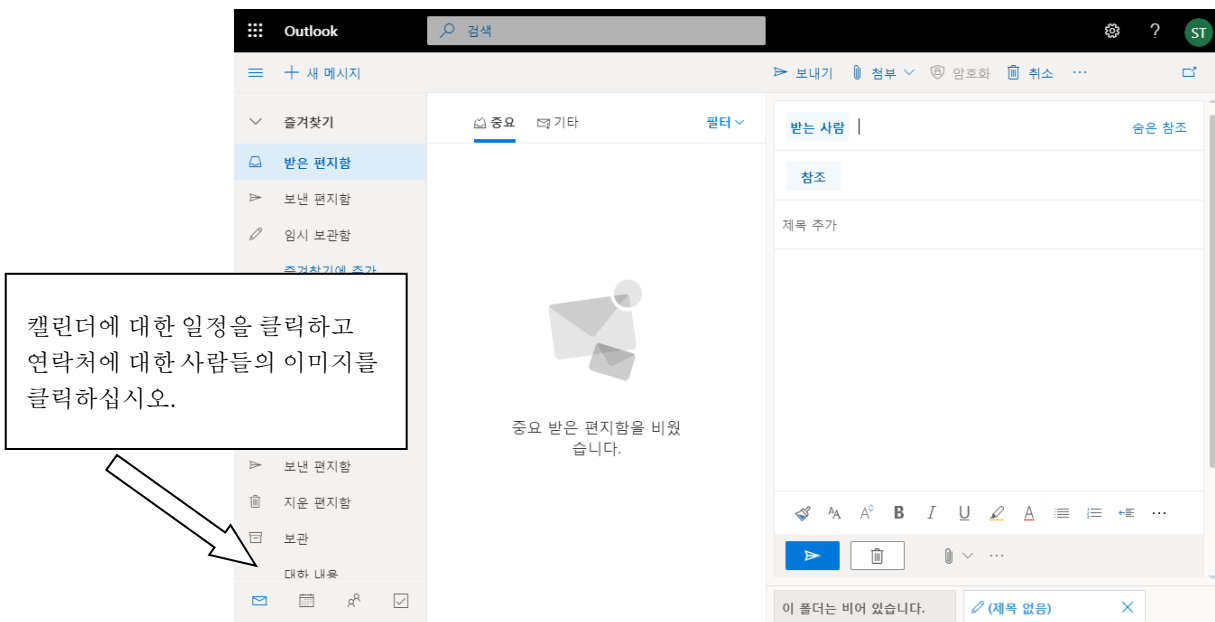
보낸 편지함(Sent Items): 아웃룩 웹 앱은 발송한 이메일 사본을 자동으로 이 폴더에 저장합니다.

삭제한 편지함(Deleted Items): 들어온 이메일을 삭제하였다면, 그 삭제된 이메일은 자동으로 이 폴더로 이송됩니다. 해당 이메일을 영구히 삭제하려면, 이 폴더에서 해당 이메일을 반드시 삭제해야 합니다.

3. 화면 윗부분의 왼쪽에 있는 새로운 메일 링크를 클릭해서 새로운 이메일로 시작하십시오.



4. 오피스 365 톨바에 있는 링크를 클릭하여 귀하의 달력, 연락처, 작업 목록 및 클라우드 스토리지 등을 접속하십시오.



중요한 오피스 365 톨바 링크:

아웃룩(Outlook): 이메일 받은 편지함 기본 화면

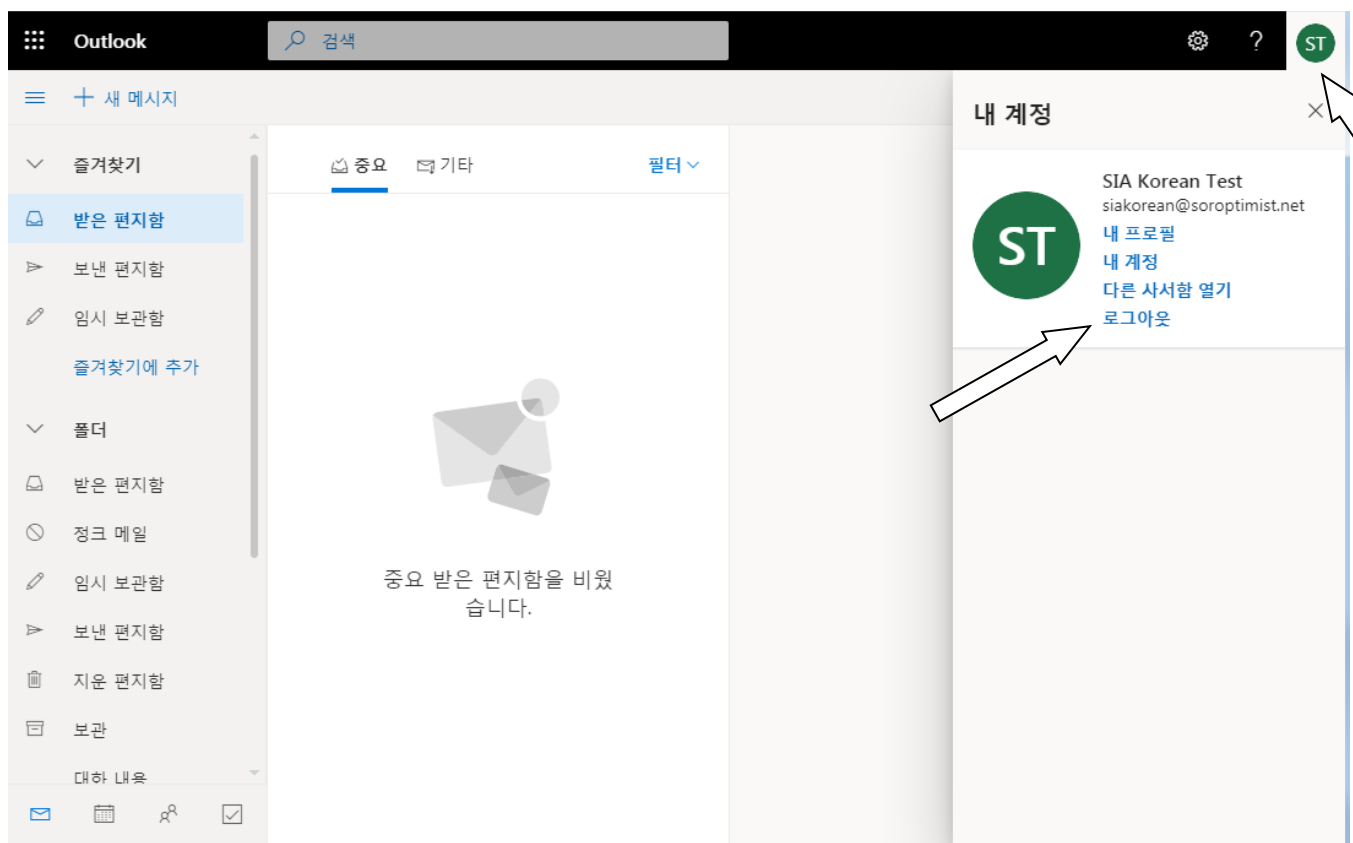
달력(Calendar): 행사를 추가하고 참석자를 초청하는 것 등을 표시할 수 있는 세부 내용 표시 달력

연락처(People): 연락처 및 단체 목록

작업(Tasks): 아웃룩 웹 앱은 발송한 이메일 사본을 자동으로 이 폴더에 저장합니다.

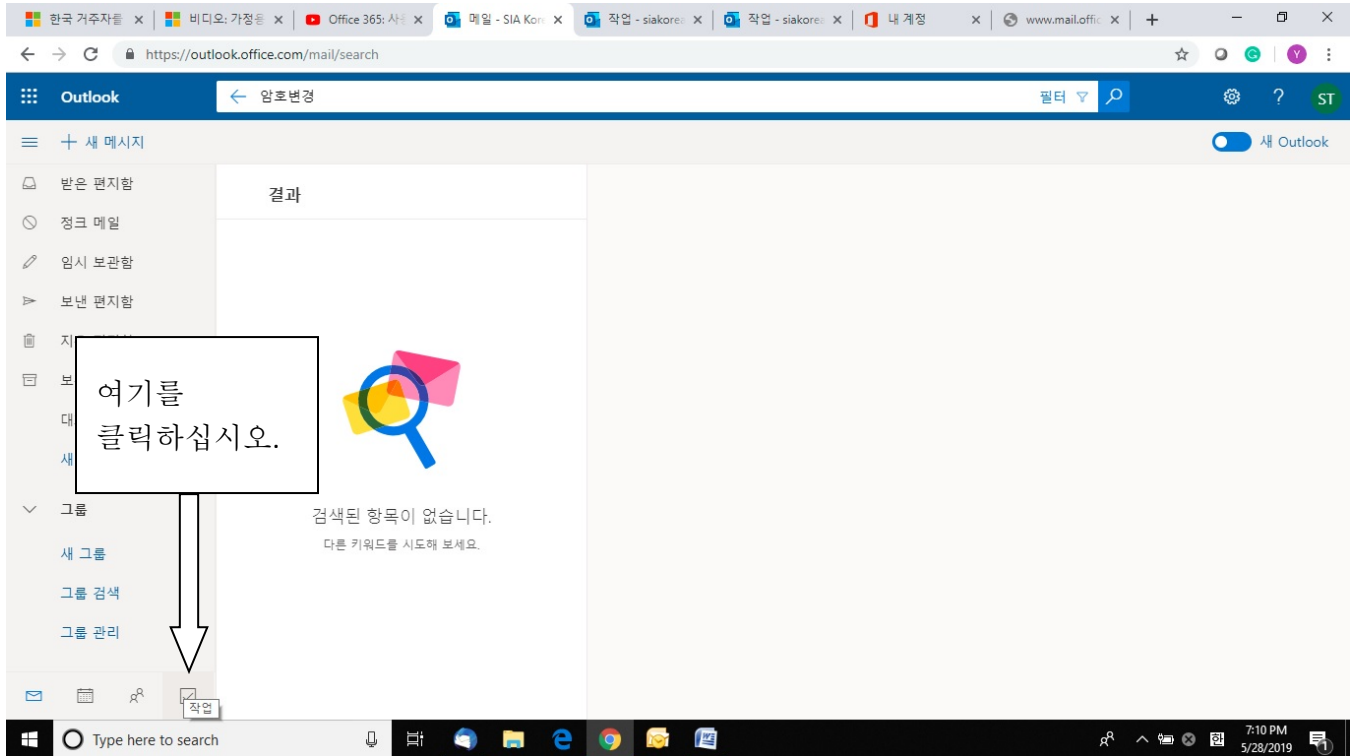
원드라이브(OneDrive): 온라인 클라우드 스토리지.

5. 아웃룩 웹 앱 안에 있는 작업을 이미 종료하였다면, 윗부분 오른쪽에 있는 계정 아이콘을 클릭하여 시스템을 로그아웃하도록 드롭다운 메뉴에서 마침(Sign Out)을 선택하십시오.

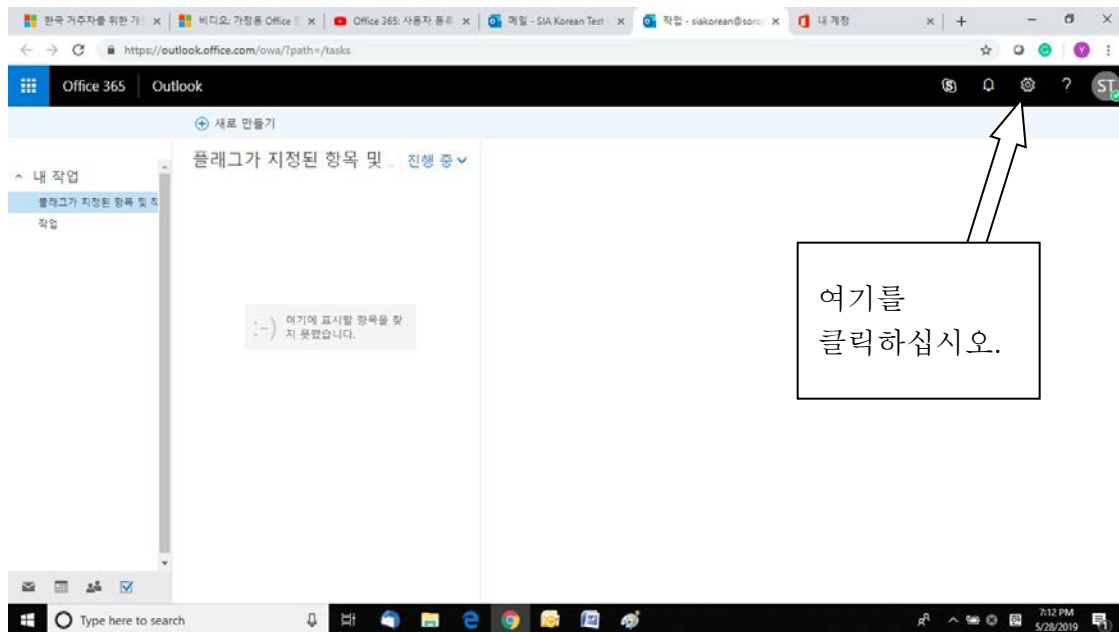


비밀번호 변경

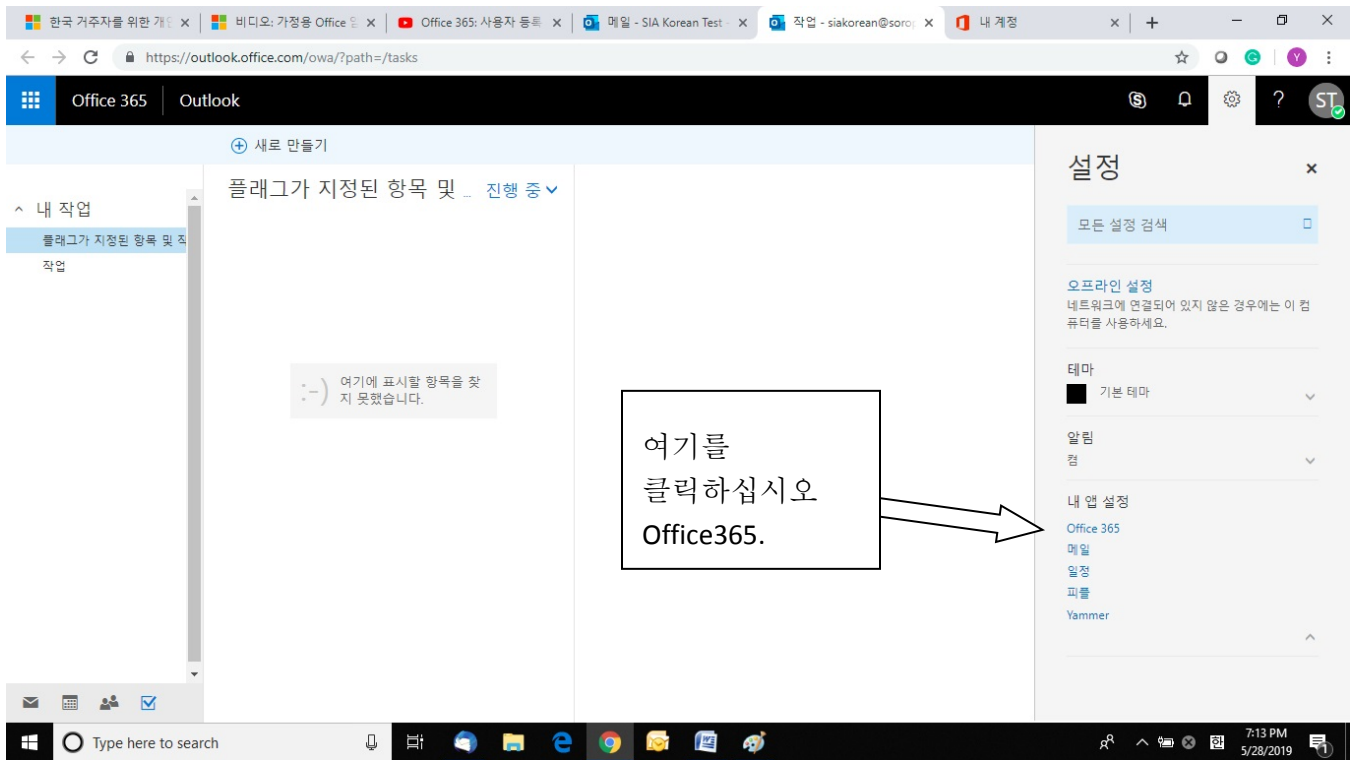
1. 왼쪽 하단에있는 체크 표시를 클릭하십시오.



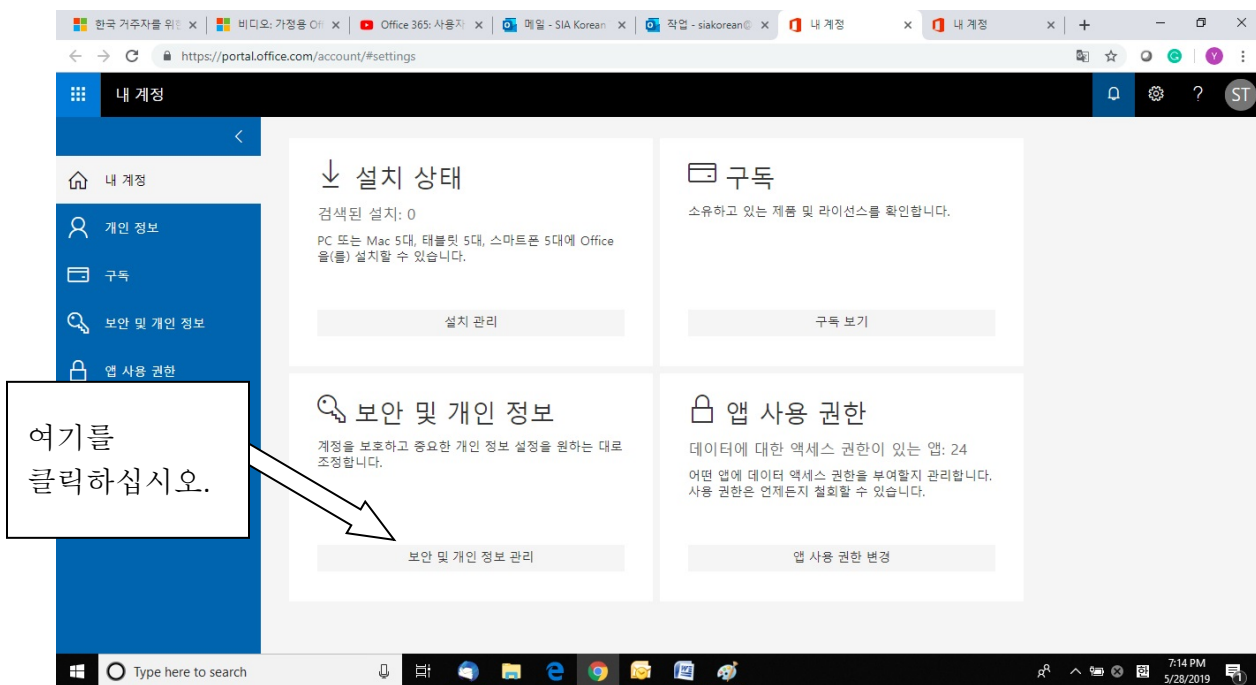
2. 체크 표시를 클릭하면 다른 페이지와 비슷한 새 페이지로 이동합니다. 오른쪽 상단 모서리에있는 휠 (설정)을 클릭하십시오.



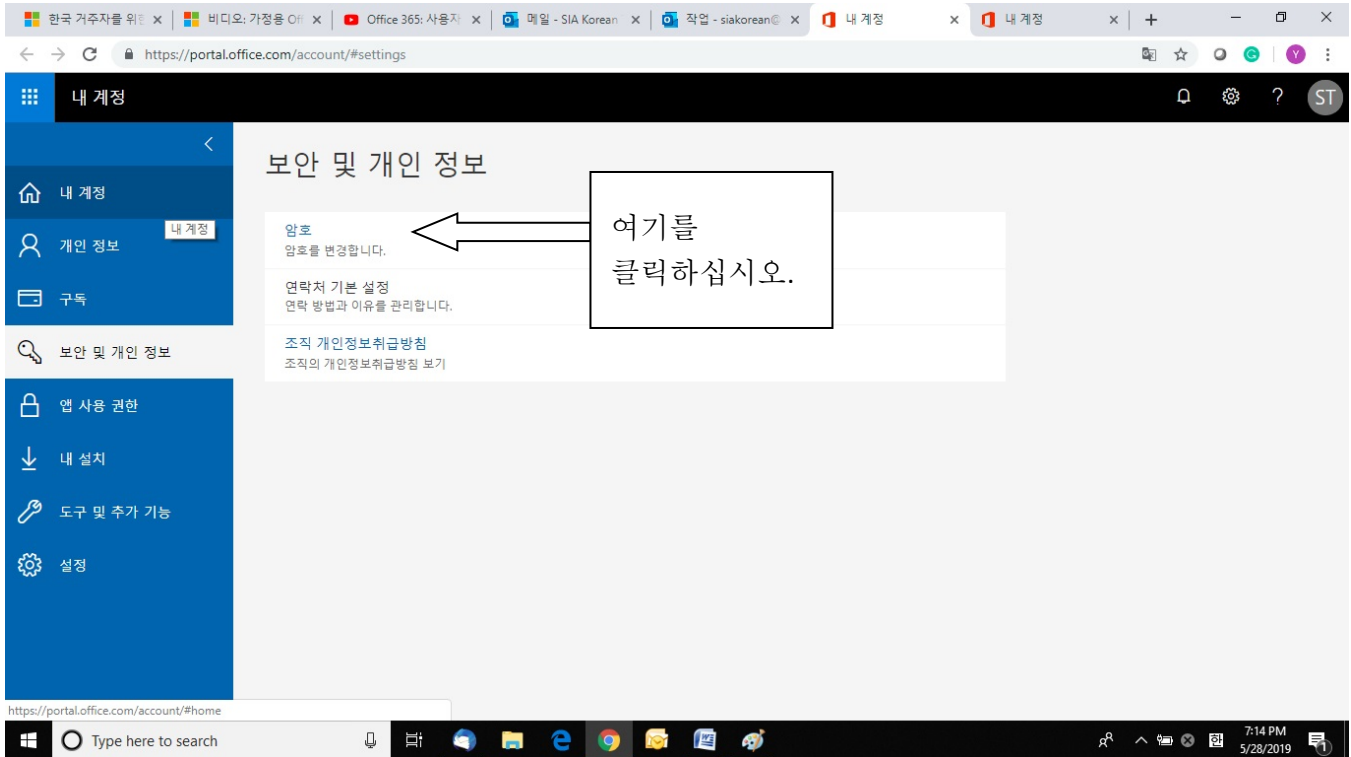
3. 드롭 다운 상자가 나타납니다. 'Office 365'를 클릭하십시오.



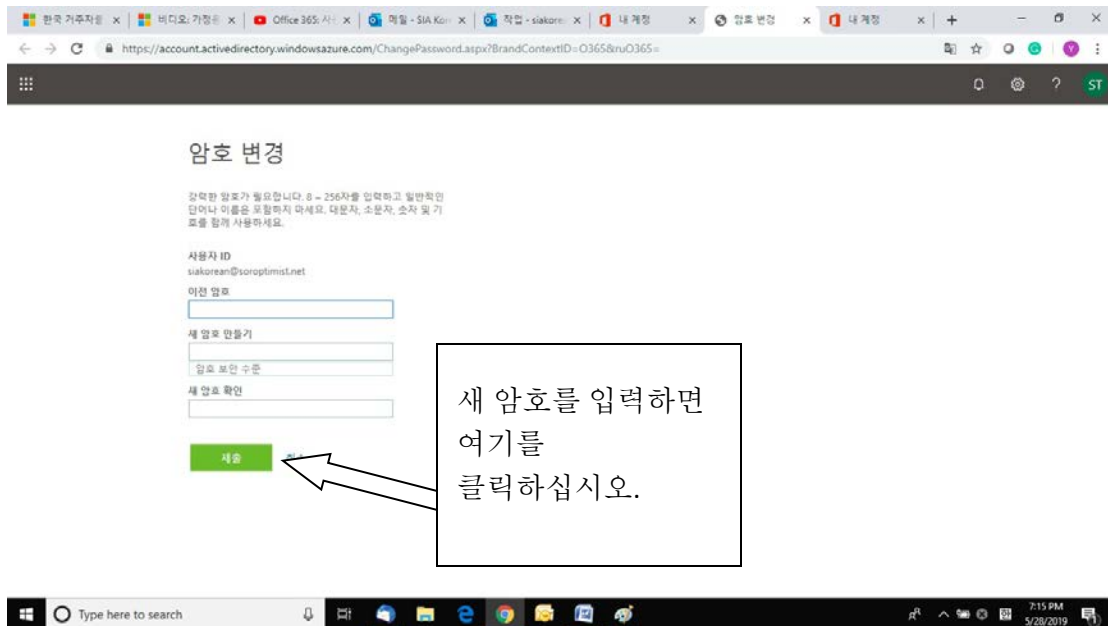
4. 키를 클릭하십시오. 그러면 암호를 업데이트하라는 메시지가 나타납니다. 보안 및 개인 정보.



5. '비밀번호'를 클릭하십시오.

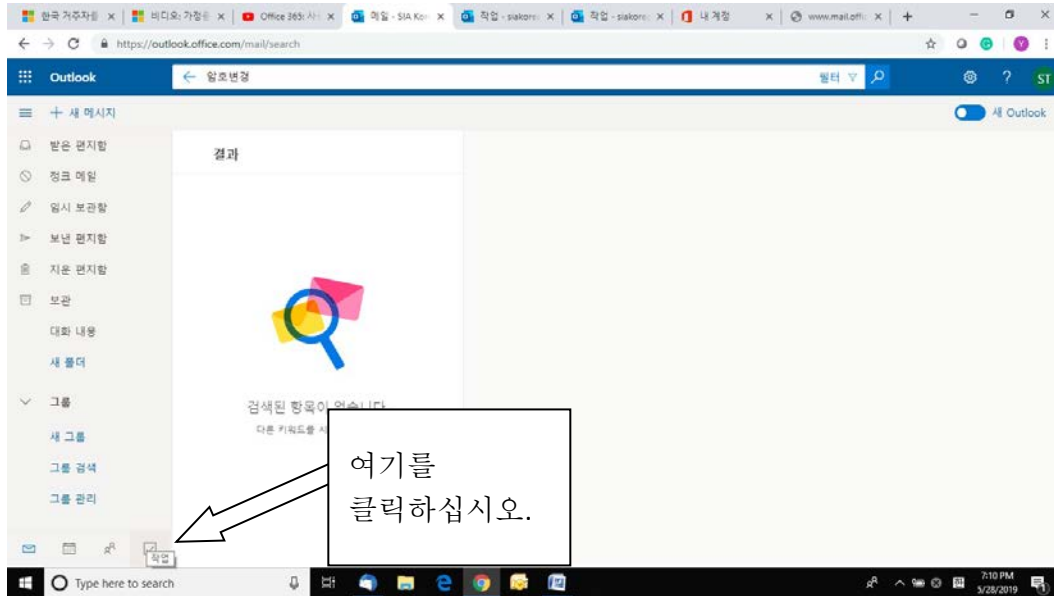


6. 거기에서 이전 암호와 새 암호를 입력하십시오. 그런 다음 '저장'을 클릭하십시오. 안전하게 보관하려면이 암호를 어딘가에 저장하십시오. 암호 재설정이 필요하면 siahq@soroptimist.org에 문의하십시오.

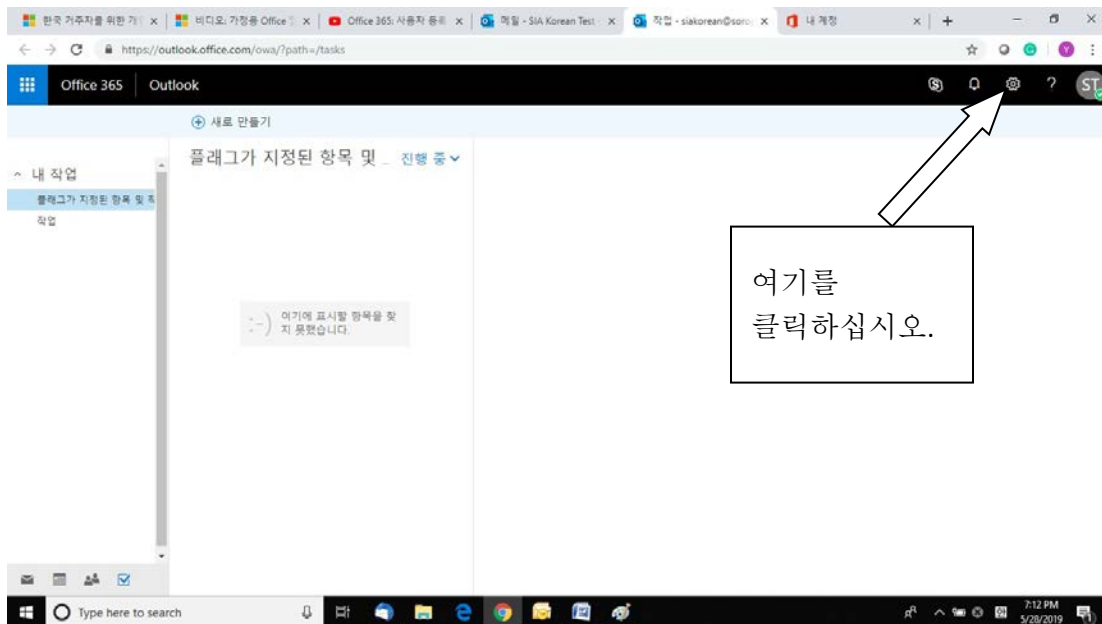


클럽 이메일을 다른 이메일 주소로 이송

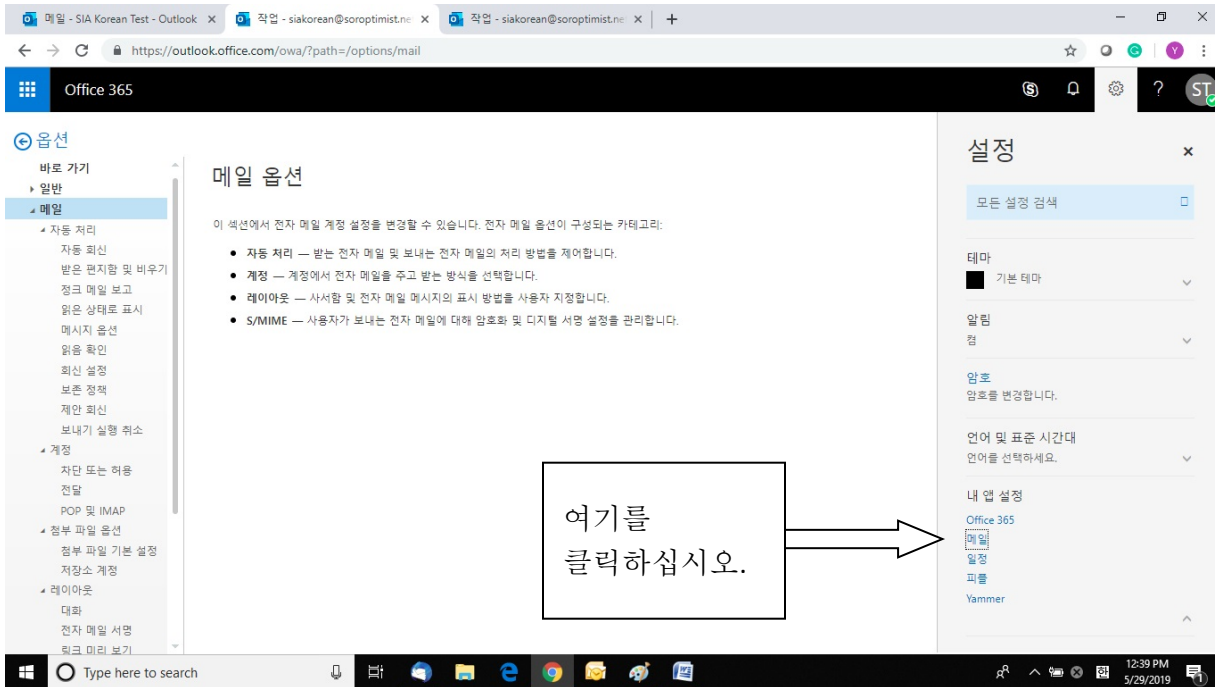
1. 왼쪽 구석의 확인란을 클릭하십시오.



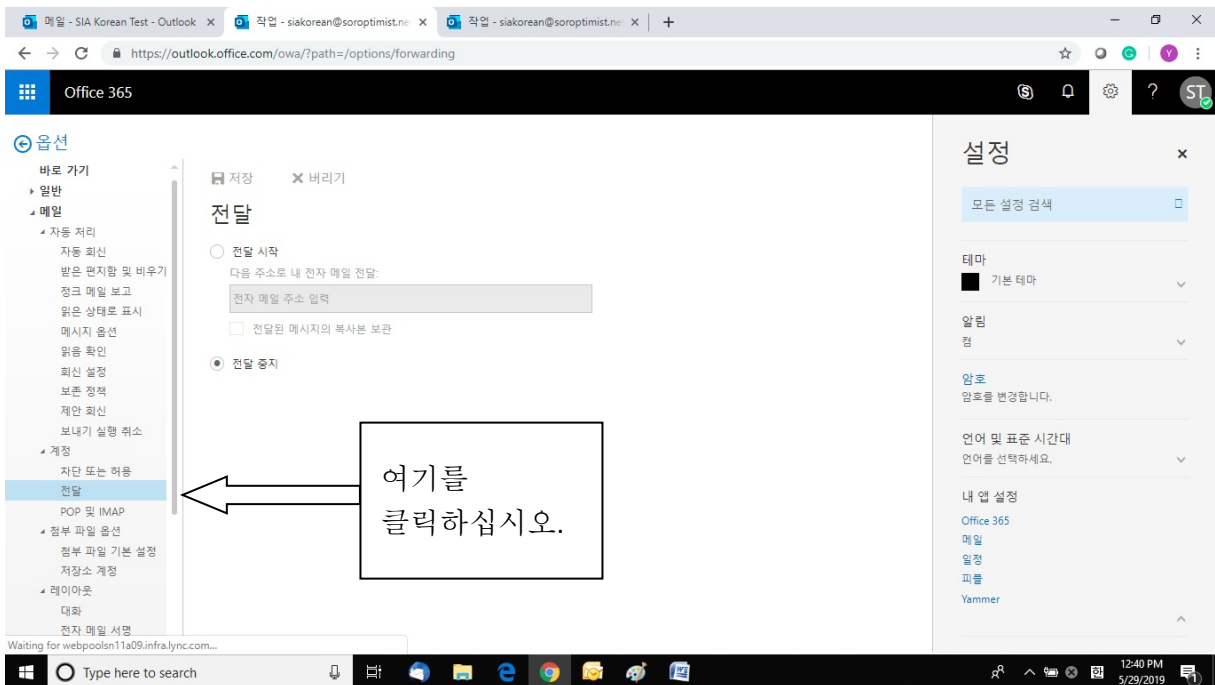
2. 오른쪽 상단의 톱니 바퀴를 클릭합니다.



3. 드롭 다운 상자의 오른쪽 하단에있는 'Office 365'아래에있는 메일 링크를 클릭하십시오.



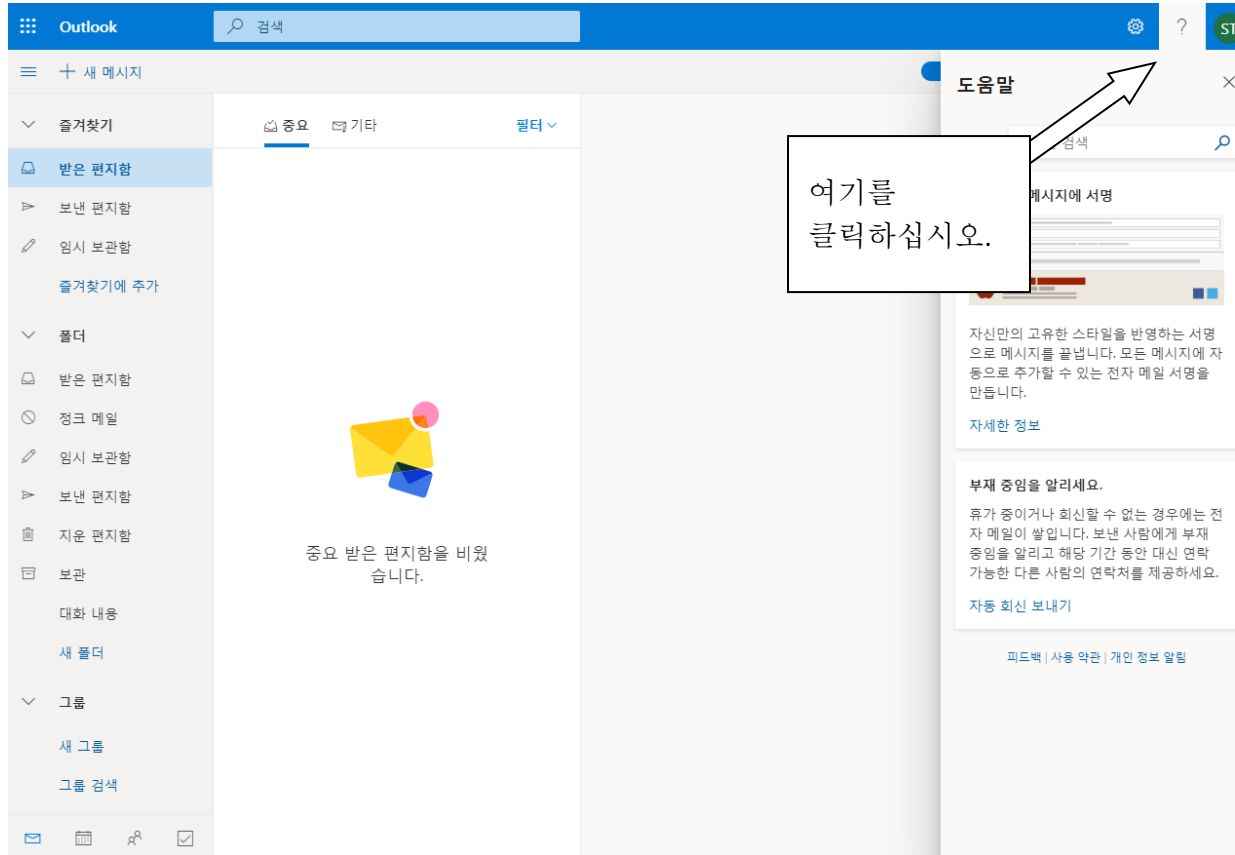
4. 왼쪽의 '전달'을 클릭하십시오.



5. 이 SIA 전자 메일 계정의 모든 전자 메일을 보내려는 전자 메일 주소를 입력하십시오. 투표가 선거를 위해 전자 방식으로 전송되므로 정기적으로 이메일을 확인하십시오. 고맙습니다!

도움받기

1. 이 사용자 가이드에는 새 Office 365 클럽 전자 메일 계정을 시작하는 데 필요한 기본 정보가 들어 있습니다. Office 365 - Outlook Web App 시스템의 여러 기능에 대한 도움말을 보려면 화면 오른쪽 상단의 물음표 아이콘을 클릭 한 다음 메뉴에서 "도움말"을 선택하십시오.



2. 이렇게하면 Office Web App의 모든 기능에 대한 지침 및 자세한 정보가 포함된 Office 365 Enterprise 도움말 웹 페이지용 Outlook Web App가 열립니다.
3. 거기에서 귀하의 우려 사항을 입력하고 주제를 검색 할 수 있습니다.

평가 양식 작성에 귀한 시간을 내 주셔서 감사합니다. 보내 주시는 의견을 소중히 경청하겠습니다.
해당 답변에 o 표시하거나 답변을 직접 기재해 주시기 바랍니다.

본인의 현재 직위(o 표시): **현직 총재** **차기 총재**

1. 세션 내용:	동의함	다소 동의함	동의하지도, 못하지도 않음	다소 동의 못함	동의 못함
세션에서 소개된 아이디어와 정보가 나의 총재직 수행에 도움이 된다.	5	4	3	2	1
세션 내용이 설명 자료에 나온 그대로였다.	5	4	3	2	1
교육 내용에 적합한 교육법이였다.	5	4	3	2	1
나눠준 자료가 유용했다.	5	4	3	2	1
PPT 슬라이드가 유용했다.	5	4	3	2	1
세션들이 내 기대치에 부합했다.	5	4	3	2	1
2. 교육 목표:	동의함	다소 동의함	동의하지도, 반대하지도 않음	다소 동의 못함	동의 못함
리전 총재의 역할					
나는 리전 총재로서 내 역할과 책임이 무엇인지 알고 있다.	5	4	3	2	1
나는 우리 리전 내 클럽들이 클럽 로드맵을 토대로 어떻게 우리 단체의 집단 영향력을 증대시킬 수 있는지에 대해 이해하고 있다.	5	4	3	2	1
SIA의 전략 방향					
집단 영향력 증대를 목표로 한 SIA의 전략 방향을 잘 이해하게 되었다.	5	4	3	2	1
우리 조직이 변화해야 한다는 사실과 변화 방법에 대해 잘 알게 되었다.	5	4	3	2	1
우리의 여러 성공 사례들을 알고 있다.	5	4	3	2	1
리전의 중요한 역할은 드림 프로그램으로 여성과 소녀들에게 더 많은 도움을 제공해야 할 클럽들에게 도움과 아이디어를 제공하는 것임을 이해한다.	5	4	3	2	1
서로 비슷한 상황에서 비슷한 도전과제를 해결해 나가고 있는 다른 리전 총재 및 차기 총재들과 만나 교류했다.	5	4	3	2	1
SIA의 FY19/20 활동 계획에 대해 배웠다.	5	4	3	2	1
FY18/19 다이아몬드 캠페인 관련 소식을 들었다.	5	4	3	2	1
SIA의 포상 목표가 무엇인지, 그리고 그것이 SIA의 전반적인 성공에 있어 왜 중요한지 이해하고 있다.	5	4	3	2	1
LiveYourDream.org의 역할에 대해 이해한다.	5	4	3	2	1
다양한 포상 방법, 그리고 포상과 관련해 본부에서 어떤 서포트를 제공하는지 알게 되었다.	5	4	3	2	1
특히 회원 모집에 있어 포상 제도가 어떻게 도움이 되는지 실질적으로 알 수 있었다.	5	4	3	2	1
기부금의 사용처에 대해 이해하게 되었다.	5	4	3	2	1
리전 기금조성 의장/기금조성 위원회 간의 관계에 대해 이해하게 되었다.	5	4	3	2	1
100주년 기념 캠페인에 대한 사전 정보를 들었다.	5	4	3	2	1

2. 교육 목표(계속):	동의함	다소 동의함	동의하지도, 반대하지도 않음	다소 동의 못함	동의 못함
SIA의 전략 방향(계속)					
기업 자선활동의 역할에 대해 이해하고 있다.	5	4	3	2	1
우리 전략 계획과 미래지향적인 방향이 서로 어떻게 맞물리는지 이해하고 있다.	5	4	3	2	1
현재 우리 활동과 주력 분야가 앞으로의 성공을 준비하는 데 어떤 역할을 하게 될지 이해하고 이를 주위에 설명할 수 있다.	5	4	3	2	1
FY19/20 리전 전략 계획의 전술이 무엇인지 파악했다.	5	4	3	2	1
리전 전략 계획 수립					
전략과 관련 요인들 간의 유기적인 연계가 중요함을 이해하고 있다.	5	4	3	2	1
구체적이고, 측정과 달성이 가능하며, 실질적이고, 단계별 일정이 정해진 전술을 개발하는 방법을 배웠다.	5	4	3	2	1
소름티미스트 창립 100주년					
창립 100주년이 단순히 과거를 기념하는 행사가 아니라 미래를 준비하는 계기가 되는 이유에 대해 들었다.	5	4	3	2	1
SIA 산하 리전, 클럽 및 회원들이 100주년 기념에 어떻게 동참할 수 있는지 알게 되었다.	5	4	3	2	1
샌프란시스코에서 개최될 100주년 글로벌 기념 행사에 관한 최신 소식을 듣는 한편, 회원들이 이 특별한 행사에 직접 또는 온라인으로 참여하는 방법을 알게 되었다.	5	4	3	2	1
다양성, 평등, 포용성: 어디에서 시작하고, 어디로 가야 할까?					
속단이나 무의식적인 편견의 본질을 들여다보았다.	5	4	3	2	1
이같은 것들이 왜 존재하는지 따져 보았다.	5	4	3	2	1
또한 이를 어떻게 인지하고, 어떤 긍정적인 조치를 취할 수 있는지 알아보았다.	5	4	3	2	1
핵심 메시지					
우리 단체가 전하고자 하는 핵심 메시지를 이해하고 있다.	5	4	3	2	1
이 메시지를 자신있게 주위에 전달하는 방법을 연습했다.	5	4	3	2	1
미래 설계 상 패널					
1등상을 받은 리전 총재들로부터 우리 연맹 곳곳에서 펼쳐는 효과적인 활동에 대해 배웠다.	5	4	3	2	1
각자 리전에서 대표적으로 배울 점을 습득하고 성공적인 활동을 분담 실천하는 방법을 알게 되었다.	5	4	3	2	1
자원봉사자와의 활동 시 임원이 지켜야 할 사항에 관한 정책					
이 SIA 정책 내용, 정책 문서가 게시된 위치, 이 정책이 중요한 이유에 대해 알게 되었다.	5	4	3	2	1
클럽들의 투표 하나하나가 소중합니다: 전자투표제 도입					
전자투표가 무엇인지 이해하고 있다.	5	4	3	2	1
SIA에서 언제, 어떻게 전자투표를 사용할지 알게 되었다.	5	4	3	2	1
리전마다 소속 클럽들이 전자투표를 통해 성공적으로 선거를 치를 수 있도록 어떤 조치를 취해야 하는지 알게 되었다.	5	4	3	2	1
예산 기획 훈련소					
기획 과정에 있어 예산 수립의 중요성에 대해 이해하게 되었다.	5	4	3	2	1
재무 관리 기법과 자원 관리에 대해 배웠다.	5	4	3	2	1
리스크와 기회를 파악했다.	5	4	3	2	1

2. 교육 목표(계속):	동의함	다소 동의함	동의하지도, 반대하지도 않음	다소 동의 못함	동의 못함
변화 관리					
왜 변화가 필요한 상황이 있는지 이해하고 있다.	5	4	3	2	1
변화 관리에 대해 효과적으로 역설할 수 있는 사람이 되는 방법을 배웠다.	5	4	3	2	1
변화의 주역으로서 나 자신부터 변화를 수용하는 태도를 갖추는 방법을 배웠다.	5	4	3	2	1

	매우 고차원임	고차원임	적절함	기초임	매우 기초임
3. 이번 총재단 원탁회의는:	5	4	3	2	1
4. 이번 총재단 원탁회의에 시간을 내어 참여한 것이 보람있었나요?	예	아니요			
"아니요"인 경우, 그 이유:					

	최고로 만족함	매우 만족함	만족함	다소 만족 못함	매우 만족 못함
5. 이번 총재단 원탁회의가 본인의 총재직 수행을 준비하는 데 있어 얼마나 만족스러웠는지를 평가해 주세요.	5	4	3	2	1
6. 이번 총재단 원탁회의에서 리더십 능력에 대해 배운 내용이 얼마나 만족스러웠는지를 평가해 주세요.	5	4	3	2	1
7. 리전의 사명 달성 활동에 대한 연맹 측의 서포트에 대해 얼마나 만족하시는지 평가해 주세요.	5	4	3	2	1
8. 본인의 회원 가입 기간:	3~5년	6~10년	11~15년	16~20년	20년 이상

9. 이번 교육 세션의 어떤 점을 개선해야 할까요?

10. 이번 총재단 원탁회의에서 본인에게 가장 유용했던 점은 무엇인가요?

11. 리전 임원들을 위해 앞으로 다룰 만한 주제 몇 가지를 제안하신다면요?

12. 앞으로 총재단 웹세미나에서 다룰 만한 주제 몇 가지를 제안하신다면요?

선택 기재:
 이름: _____ 리전명: _____

시간을 내어 이 평가 양식을 작성해 주셔서 감사합니다. 양식 작성 후 다음 방법 중 하나를 통해 제출해 주시기 바랍니다.

- 총재단 원탁회의장을 떠나기 전에 SIA 직원에게 제출
- 작성한 양식을 스캔하여 이메일 첨부문서로 iesha@soroptimist.org에 제출
- 우편으로 1709 Spruce St., Philadelphia, PA 19103, USA에 발송
- 팩스로 215-893-5200에 발송

**** 제출 마감일: 2019년 7월 8일 ****



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

2019-2020 On-Demand Webinars

The following webinars will be available on-demand on the following dates during the upcoming fiscal year. Governors and Governors-elect are welcome to view the webinar at any time after it becomes available. Translated summary notes will be produced following the release date and questions can be made to the individual webinar presenters directly.

October 7, 2019	Region Conference Planning & Succession Planning
November 4, 2019	Healthy Regions
January 27, 2020	Strategic Planning
March 9, 2020	Spotlight on Programs and Philanthropy



A global volunteer organization that improves the lives of women and girls through programs leading to social and economic empowerment.

SOROPTIMIST INTERNATIONAL OF THE AMERICAS

2019-2020 Official Visit Request Form (Prepared by Governors)

Name: _____ Date: _____

Region: _____ Dates of Region Conference: _____

Location of Meeting: _____
(include city, state, country and name of venue)

Name of hotel if different than meeting venue: _____

1. Do you want an official visitor from outside your country?
____ Yes ____ No ____ Does Not Matter

If yes, are you willing to:

a. Have interpretation assistance (at region expense) available? ____ Yes ____ No

b. Receive the official visitor's written speech in your language, while the visitor gives the speech in her language? ____ Yes ____ No

2. Do you want an official visitor who speaks your language fluently? ____ Yes ____ No

3. Do you want the official visitor to present a workshop? ____ Yes ____ No

If yes, on what topic? _____.

Or may she choose the topic? ____ Yes ____ No

4. When will the Healthy Region Conversation be held during your conference?

Please note a minimum of 90 minutes is necessary for this meeting.

Day: _____ Time: _____

5. Do you want a Headquarters staff member to attend your conference? ___ Yes ___ No

Please note if you'd like headquarters staff to attend your meeting, you are expected to pay for their travel, accommodations and other related expenses.

6. What topics are you interested in Headquarters staff members presenting?

- _____ Increasing the number of women and girls served by our Dream Programs
- _____ Engaging and attracting Soroptimist members through our Dream Programs for membership growth
- _____ Gaining greater recognition by promoting our Dream Programs
- _____ The Transformative Power of Philanthropy
- _____ Mobilizing support of our 2021-2031 Big Goal: *Invest in the dreams of half a million women and girls through access to education.*

7. Do you have any special requests? Please list:

Please hand in this form to Nicole Simmons, Membership & Leadership Development Manager at GRT or email the completed form to Jill Groves, Executive Assistant at jill@soroptimist.org; mail to 1709 Spruce Street, Philadelphia, PA 19103 or fax to 215-893-5200, no later than August 31, 2019.