

Your goal as Branch Executive Member

Your primary responsibility will be to take part in the governance of your Branch. As a member of the Branch Executive you will have a unique opportunity to influence the direction and the success of your Branch. The general body has placed their faith in you and the other members of the executive. There may be times when you will be called upon to bring new and innovative ideas to the Executive Committee. Discuss these goals or ideas with the Branch President and other members of the executive.

As well you may be asked to chair a standing committee. Given the standing committee you chair you should seek out other Branch members to help you as a “committee” to share the work load and provide a “think tank” for new ideas. Be sure to have all pertinent information available for discussion.

Use every tool at your disposal, glean knowledge from past committee members. Develop a successful standing committee and you will succeed.

GOOD LUCK



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Legion Leadership and
Development
Committee

Branch Officers Series

**The
Branch Executive
Committee Member**

Congratulations!

On being elected to the Executive Committee of your Branch. You have accepted a most important position in your Branch. You will no doubt be asked by your Branch President to assume the chairmanship of a specific chair at Branch level.

This brochure has been designed to offer tips and ideas that will help to make your term as an Executive Member a success. Please take time to read and discuss this information with your Branch President, or past Executive members of your Branch.

The information contained in this brochure is intended as an overview of your duties and responsibilities.

At Your Installation

You were reminded of the importance of your position. Specifically the phrase "You, together with the other elected officers of the Branch of the Royal Canadian Legion as directed by its general membership".

You must remember at all times that the information that will come through your Executive chair will affect the well being of your specific committee as well as the well being of your Branch. You must remember, you are not alone, you can and should take advantage of your fellow officers. Work with your fellow Executive Committee members to better develop an effective and cohesive Executive Committee.

You have an opportunity to affect the future of your Branch by ensuring that you are an integral part of your Branch Executive Committee.

An Executive member is by virtue of his office, expected to accept an appointment as a Committee Chairman.

As an Executive Committee member of your Branch you may on occasion deal with other organizations or the public concerning matters relevant to your expertise. While acting as an Executive member with the public or other organizations you must remember that you will be the representative of your Branch at all times.

Your duties to your Branch

The previous sections have outlined many of the important duties and responsibilities you will encounter within your term.

In assuming a standing chair at your Branch you will also assume responsibility for ensuring that the chair you hold is successful. Remember for many, particularly new members, the fact that you are a Branch Executive member will mean that you are a senior member of your Branch.

Your committee can help with the work load and provide an excellent learning opportunity for members of your committee. New ideas and unique ways should not be overlooked. Be sure to include them in meetings and support their ideas when appropriate.

You have a unique opportunity and responsibility to teach future leaders who will be able to assume Executive Committee positions thereby ensuring the future of your Branch.

Your duties to your Zone

You, as an Executive Committee member should attend all Zone meetings.

Your duties to your District

Attendance at all District meetings will help you to gain an understanding of another level of the Legion. Further you will be able to compare your chairs success or failure with other Branches on a larger scale and perhaps gain some valuable knowledge to bring back to your committee.

District Meetings also provide an opportunity for you to meet senior elected officers of several levels of the Legion, including Provincial Command. You may wish to introduce yourself. They are there to assist and will often do so when asked. Limit your time so as to provide an opportunity for others.