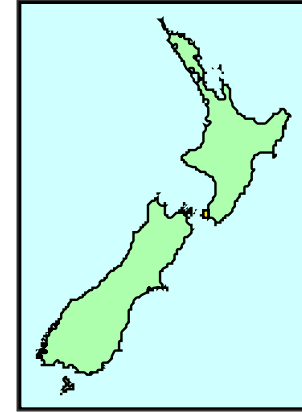




Altrusa International District Fifteen

Long Range Plan



Vision Statement

Altrusans are Leaders in Service, giving the gifts of leadership and service to communities in New Zealand

Mission Statement

District Fifteen of Altrusa International Inc. supports and encourages Altrusa Clubs throughout New Zealand, in community service, leadership, international understanding and fellowship

| Goal | Objectives | Strategies | Plan | Who | Remarks/ Evaluation |
|--|--|--|--|---|------------------------|
| Membership <i>Positive membership growth</i> | > Each Club to increase membership by 20% over the biennium | > Recognition for sponsors of two or more members per annum | > Create “Kiwi Sponsor’s” Guide | > Membership Chair | |
| | | > Encourage clubs to grow membership. | > Actively promote Altrusa by wearing Altrusa Pin, developing and using elevator speeches and inviting guests to attend meetings. > Actively promote Altrusa in local & national media. > All clubs to participate in Altrusa Week in February | > Membership Chair > Media Relations Chair | |
| | | > Encourage clubs to develop a retention program | > Encourage all clubs to have at least one orientation and one re-orientation meeting annually > Encourage clubs to organise vibrant interesting programmes & projects that involve and enthuse current members | > Membership Chair | |
| | > 2 new clubs in the biennium | > Identify Target Clubs in areas where we had clubs within 1 hour drive and with populations 8000 and bigger | > Encourage clubs to consider extending a new club or developing a partnership to form a new club. > Provide district funding to help build new clubs | > New Club Building Chair | |
| | > At least two under charter strength clubs to regain charter strength | > Work with u/c clubs to develop & implement revitalisation plans. | > Special Acknowledgement at Conference to Clubs that regain charter strength > Celebrate membership successes in DSB > Provide District Funding to assist u/c clubs with rebuilding membership. | > Revitalisation Chair | |

Note: Items in Red Text indicate 2009-2011 biennium goals

| Goals | Objectives | Strategies | Plan | Who | Remarks/ Evaluation |
|---|---|--|--|--|--------------------------------|
| | ➤ 50% of membership to attend District Conference or IFF Day | ➤ Provide interesting and informative IFF Day programmes & Conference programmes | ➤ Provide incentives (first timers, new members, early bird) to attend IFF Day & Conference ➤ Encourage sponsor to attend IFF day with new member | ➤ District Officers ➤ Club presidents ➤ Area Reps | |
| | ➤ All Clubs have full attendance of delegates at District Conference each year | ➤ Enhance communication re conference via website/DSB/IFF Days | ➤ Encourage clubs to provide financial assistance to delegates. ➤ Keep conference registration fees as low as possible. ➤ Day only registrations to increase nearby club attendance. | ➤ Area Reps ➤ District Board/ Conference Chair ➤ Conference Chair | |
| Leadership Development Training | ➤ President Elect training to be attended by all clubs | ➤ Encourage clubs early in year and advise importance of attending. | ➤ Encourage clubs to send President-Elect and a support person or if President-Elect is unable to attend to send someone else in their stead. | ➤ Governor-Elect ➤ Leadership Chair | |
| Personal Growth | ➤ Develop leaders database for possible future District leaders (Chairs & Officers) | ➤ Identify future leaders ➤ Encourage members to take up leadership challenges at club and District levels. | ➤ Increased leadership participation at IFF Day and organise motivational session if time permits ➤ Have leadership workshop/ networking opportunity at conference. ➤ Area Reps to identify future leaders during club visits re District Officers and chairs. | ➤ Area Reps ➤ Leadership Chair ➤ Area Reps | |
| Leadership Development/ Training continued | ➤ District has on-going Long Range Plan that is reviewed six monthly | ➤ Reviewed at mid year and pre Conference District Board Meeting ➤ Communicate LRP to clubs | ➤ Permanent Board agenda item ➤ Review District plan at PE training ➤ Create monitoring document and provide regular update of achievements to plan in DSB. ➤ Put plan on Website | ➤ Governor ➤ Governor-Elect ➤ Governor-Elect ➤ Website Co-ord | |

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| | <ul style="list-style-type: none"> ➤ 100% of Clubs have a LRP | <ul style="list-style-type: none"> ➤ Encourage Clubs to complete and then review annually. | <ul style="list-style-type: none"> ➤ Area rep to work with clubs that don't have a strategic plan in place. ➤ Encourage clubs to review via PE training and IFF Days | <ul style="list-style-type: none"> ➤ Leadership Chair ➤ Governor elect | |
| | <ul style="list-style-type: none"> ➤ Encourage understanding /awareness of Bylaws and Policies | <ul style="list-style-type: none"> ➤ Encourage clubs to review and put forth ideas ➤ Develop & Distribute Incorporation Kit for clubs that wish to incorporate in their own right | <ul style="list-style-type: none"> ➤ Articles in DSB to raise awareness of Bylaws and Policies | <ul style="list-style-type: none"> ➤ BRR Committee ➤ Legal Advisor/ Governor | |
| | <ul style="list-style-type: none"> ➤ Encourage awareness of NCW | <ul style="list-style-type: none"> ➤ Promote involvement with NCW via the DSB and website | <ul style="list-style-type: none"> ➤ Regular updates in DSB and link on website | <ul style="list-style-type: none"> ➤ NCW Chair | |
| | <ul style="list-style-type: none"> ➤ Promote Career Exchange internationally | <ul style="list-style-type: none"> ➤ Promote Career Exchange at International Convention, Conference, via Sister Club relationships and via District and International Website. | <ul style="list-style-type: none"> ➤ Review Career Exchange Programme ➤ Promote revised format (if any) | <ul style="list-style-type: none"> ➤ Governor's Council ➤ District Board | |

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|--|--|---|---|---|------------------------|
| Communication/ Building Relationships <i>Efficient and Effective Communication</i> | ➤ All clubs to publicise Altrusa and club activities in their local media. | ➤ Encourage clubs to promote at a local level ➤ Investigate and pursue opportunities for national media exposure for Altrusa. | ➤ Encourage clubs to submit articles to local/national newspaper and magazines. ➤ Provide media plans and press releases for Altrusa week, Literacy Day and Make a Difference Day. ➤ Provide funding to assist with local media promotion. ➤ Encourage clubs to create/update local brochures/business cards and distribute. ➤ Encourage clubs to appoint Media Officer and use Media Kit | ➤ Media Relations Chair ➤ Communications Chair | ➤ |
| | ➤ Information sharing – develop good communication with members, clubs, all Districts and International Officers | ➤ Strengthen communication channels with International ➤ All clubs to contribute to the DSB & Website. ➤ Encourage clubs to contribute to International Altrusan and International Website. | ➤ Regular check of all International/District Web sites for DSB's ➤ Distribute DSB to all International Officers and District Governors ➤ District Governor to attend Governors Council ➤ Initiate contact with International Officers/Chairs ➤ Encourage members to join Altrusa Chat group | ➤ All District Officers ➤ DSB Editor ➤ Governor ➤ District Officers/Chairs ➤ Communications Chair | |
| | | ➤ Ensure International representative appointed by International President to communicate with District Fifteen. | ➤ Invite rep to contribute article to DSB ➤ Initiate quarterly email contact. | ➤ Governor | |
| | | ➤ Enhance District/Club/Member communication | ➤ Area representative and Governor communication to clubs quarterly via news-letter ➤ Distribution of Newsletters and Year Books to Governor and Governor Elect, Area Rep and International Office | ➤ Governor Area Representatives ➤ Club Presidents | |

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| | <ul style="list-style-type: none"> ➤ Club Activity Reports | <ul style="list-style-type: none"> ➤ All clubs to submit Club Activity Report to International Office and to Governor-Elect | <ul style="list-style-type: none"> ➤ PE Training – educate re Club Activity Reports and Distinguished Club Awards ➤ Governor-Elect to contact clubs directly ➤ | <ul style="list-style-type: none"> ➤ Governor Elect | |
| | <ul style="list-style-type: none"> ➤ Distinguished Club Awards - 50% of clubs to receive a distinguished club award during the biennium | <ul style="list-style-type: none"> ➤ Educate Presidents about Distinguished Club awards and what is involved | <ul style="list-style-type: none"> ➤ Develop system to making sure all Club Activity Reports received by Governor-Elect are sent to International for Distinguished Club Awards | <ul style="list-style-type: none"> ➤ Governor-Elect | |
| | <ul style="list-style-type: none"> ➤ Governor's Award | <ul style="list-style-type: none"> ➤ Board to encourage and promote clubs participation in award. | <ul style="list-style-type: none"> ➤ Review criteria each biennium ➤ Acknowledgement at Conference | <ul style="list-style-type: none"> ➤ District Officers | |
| | <ul style="list-style-type: none"> ➤ Publish all district forms and resource materials on the District Website. | <ul style="list-style-type: none"> ➤ Redesign Website | <ul style="list-style-type: none"> ➤ ADU (DSB) available on website ➤ Review Club information on website quarterly ➤ Encourage clubs to provide information to be included on website ➤ Put District documents/guides on District Website | <ul style="list-style-type: none"> ➤ Website co-ordinator | |
| | <ul style="list-style-type: none"> ➤ District Service Bulletin (ADU) - All clubs to contribute to DSB | <ul style="list-style-type: none"> ➤ Provide guidelines on writing articles for the DSB and submitting photos. | <ul style="list-style-type: none"> ➤ Deadlines and issue of ADU to adhere to advertised date ➤ Revamp DSB ➤ DSB to be sent electronically to Clubs, District Officers, Chairs, Past Governors and International Officers and other District Governors. | <ul style="list-style-type: none"> ➤ DSB Editor / DSB Reporter | |
| | <ul style="list-style-type: none"> ➤ Encourage clubs to develop active sister club relationships | <ul style="list-style-type: none"> ➤ Develop list of current sister club relationships and activity status ➤ Assistance with formation of sister club relationships and encourage communication | <ul style="list-style-type: none"> ➤ DSB article | <ul style="list-style-type: none"> ➤ Clubs ➤ Communications Chair | <ul style="list-style-type: none"> ➤ |

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| Goal | Objectives | Strategies | Plan | Who | Remarks/ Evaluation |
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| | ➤ Each club to enter at least one service project into the appropriate service award during the biennium. | ➤ Recognise all Clubs that submit entries to Service Awards and encourage all clubs to enter. ➤ | ➤ Prepare printed summary of all entries ➤ Encourage inter-island competition via “log of wood” ➤ Make contact with clubs in November re entering projects ➤ Promote sharing of project ideas in DSB and on Website | ➤ Service Chair and Prog Co-ordinator ➤ Area Reps ➤ Service Chair ➤ Service Chair | |
| Service Leaders in Service | ➤ Each club to undertake at least one literacy project in each year of the biennium. | ➤ Encourage clubs through direct contact and DSB articles | ➤ Promote Literacy month (September) in first issue of the DSB | ➤ Service Chair | |
| | ➤ Each member to participate in at least one service project annually. | ➤ Encourage clubs to keep monthly service records. | ➤ Promote at IFF Day | ➤ District Officers ➤ Service Chair | |
| | ➤ All Clubs take part in “Make a Difference Day” | ➤ Promote MADD through DSB and correspondence with | ➤ Issue project planner to everyone at PE Training ➤ Provide advance info on Make a Difference day ➤ Encourage clubs to submit MADD report to International | ➤ Service Chair | |
| | ➤ Increase the membership in ASTRA by 50% | ➤ Contact charter strength clubs and encourage to establish ASTRA clubs ➤ Establish ASTRA chat group | ➤ Develop “Kiwi” ASTRA Club Building Kit for clubs ➤ Provide district funding to assist with building of ASTRA clubs. ➤ Communicate regularly with ASTRA clubs and encourage to enter ASTRA awards ➤ Promotion of ASTRA at Conference/IFF Days | ➤ ASTRA Chair | |
| | ➤ Each club to apply for a foundation grant during the biennium 2007/2009 | ➤ Promote applications for Foundation Grants | ➤ Contact Clubs in August and February to promote ➤ Article on how to apply in DSB ➤ Workshop at Conference/IFF Days | ➤ District Foundation Liaison | |

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| | > Each club to make a contribution to International Foundation via District Conference/International Convention or individual club contribution. | > Educate Membership about Foundation | > DSB article about various Foundation funds and ways that clubs can contribute to Foundation. | > District Foundation Liaison | |
| | | > All Clubs support the Silent Auction at District Conference and International Convention | > Promote via DSB, IFF Days, PE Training | > District Foundation Liaison and District Officers | |
| | > International Service Projects | > Encourage all clubs to do at least one International Project in each year > Encourage clubs doing International projects into the Nina Award. > Promote District International Service projects | > PE Training > DSB Articles > Correspondence with clubs outlining Nina criteria | > International relations chair | > |
| | > Madras Club | > Support at IFF Days (alternate years with Career exchange) | > Hold small fundraiser (raffle, coin trail) at IFF Days | > Area Reps | > |

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|--|---|---|---|--|--------------------------------|
| Financial Financial Stability | ➤ Zero or Surplus Budget | ➤ Prudent financial management | ➤ Regular review of budget to actual | ➤ Finance Committee | |
| | ➤ Maintain reserves of at least 12 month operating cost | ➤ Prudent financial management | ➤ Review of expenditure ➤ Retain a level of membership at minimum of 600 members for District ➤ Actively pursue sponsorship | ➤ Finance Committee ➤ Membership Chair ➤ District Officers | |
| | ➤ Ensure financial records are correct and current | ➤ Provide assistance with compilation of accounts for audit | ➤ Promote prompt reimbursement claims within one month ➤ Monitor investment to obtain best return ➤ Provide Accounting assistance to District Treasurer as required | ➤ District Treasurer ➤ District Treasurer ➤ District Financial Advisor | |

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