

# Wisconsin - Upper Michigan District of Circle K International Strategic Plan 2003-2007

Presented by the 2002-2003 Strategic Planning Committee: Stacy Van Kleef; Mike Acord; Ricky Reuchlen; Nicole Cone; Andrea Erdman; Ryan Collins; Jamie Krahn; Rachel Bednarczuk; Eric Crammond; Kathryn Miller; Alia Waly; Sara Waly; Tara Kuhl; Julie Leonhard; and Janet DeGroot



The District's Vision Statement (as stated in the policy code):

"Circle K is the organization that holds the promise of today's college student becoming tomorrow's leader. It exists to meet the personal needs of the individual collegian through the qualities of leadership, the rewards of service and the unique spirit of friendship. Circle K's potential lies in its ability to positively influence those in our society who are facing ultimate personal decisions and those who one day will create the vision of *humankind* for generations to come. Circle K is the embodiment of those qualities necessary to shape the future, realized in the colleges and universities of today. The vision of Circle K International is dedicated to the realization of *humankind's* potential!"

The District's Mission Statement (adopted by the 2001-2002 District Board, December 1, 2001):

"The Wisconsin - Upper Michigan District of Circle K International, through service-based education and cooperation amongst all levels of the Kiwanis Family, will develop future leaders of the world who make a difference on their campus, communities, and beyond.

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<b><u>Objective</u></b>	<b><u>Action</u></b>	<b><u>Person(s) Responsible</u></b>	<b><u>Timeline</u></b>
1. Fundraising	1. Create a Fundraising Manual	District Treasurer	2003-2004 --District Convention 2004-Rough Draft --receive input from treasurers 2004-2005 --District Convention 2005-Final
	2. Fundraising Education	District Treasurer	2004-2005 --education start at treasurer's workshop Membership Awareness Conference 2003 --manual education District Convention 2004)
	3. Create Relationships with Beneficial Organizations for Long-term Service and Fundraising	District Treasurer/ Administrator	2005-2007
2. Growth and New Club Building	1. Circle K Club Viability (will a Circle K club be able to function at a certain school)	Membership, Development, and Growth Chairperson with help of Lieutenant Governors	2003-2004 --list of schools in district 2004-2005 --create criteria for a school viable to have a Circle K club 2005-2007 --check viability
	2. Kiwanis Club Sponsorship and Viability (will a Kiwanis club be able to support a Circle K club)	Kiwanis Committee/Membership, Development, and Growth Chairperson	2004-2005 --list of clubs 2005-2007 --club viability

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2. Growth and New Club Building Continued	3. Resource Binder for Membership, Development, and Growth Chairperson which will include a buddy system between old and new members THAT CAN BE RECOMMENDED TO CLUBS TO UTILIZE	Membership, Development, and Growth Chairpersons Lieutenant Governors test buddy program	2003-2005 2003-2004 --test period -- evaluate the program 2004-2005 --develop system --create guidelines
	4. Resource binder including diversity with recruitment letters to professors	Membership, Development, and Growth Chairperson	2003-2005 --people need to know how to use them --recruitment workshop at Membership Awareness Conference)
	5. SERVICE MANUAL including diversity with partnering with other organizations on campus	Service Chairperson	2003-2005
	6. Create a List of Past/Present Circle K clubs	Awards, Regulations, and History Chairperson	2003-2007 -update each year
	7. Work on Retention of Struggling Clubs while making sure there is Kiwanis support and good advisors	Kiwanis Committee/ Administrator  LTGs AND CLUB MEMBERS	2003-2007 -provide advisor training at convention, Membership Awareness Conference, and Spring Fling -provide individual assistance at request of Lieutenant Governor or club -work as part of a team to assist struggling clubs as set by the district -education Kiwanis clubs through newsletters and Kiwanews -MAKE ADVISORS AWARE OF THE IMPORTANCE TO ATTEND THESE TRAINING SESSIONS

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2. Growth and New Club Building Continued	8. Create resource materials for members to get them to return to club after summer	Membership, Development, and Growth Chairperson -include resource in Presidents Manual	2003-2004 --Spring Fling -- calendar, postcard, social event, etc
	9. Create a club timeline and president's manual to help clubs	2002-2003 Club Presidents --Membership, Development, and Growth Chairperson/ working with Lieutenant Governors and input from Presidents	District Convention 2003 --updated each year
	10. Have Kiwanis involvement on CLUB training	Kiwanis Committee/ Administrator	2003-2007 -provide advisor training at convention, Membership Awareness Conference, and Spring Fling -provide individual assistance at request of Lieutenant Governor or club -work as part of a team to assist struggling clubs as set by the district -education Kiwanis clubs through newsletters and Kiwanews -THE AGREEMENT FOR SPONSORSHIP INCLUDES TRAINING
	11. Create a resource list to be sure that clubs have all necessary resources	Lieutenant Governors	2003-2007 2003-2004 --creating list of resources --updated each year

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2. Growth and New Club Building Continued	12. Create a resource list to be sure that advisors have all necessary resources	Lieutenant Governors	2003-2007 2003-2004 --creating list of resources --updated each year
	13. Make sure that clubs are keeping accurate history files	Awards, Regulations, and History Chairperson & Lieutenant Governors President & Secretary Training	2003-2007 -MAKE SURE THAT THE SECRETARY KNOWS WHAT IS GOING ON SINCE MINUTES AND MRFs ARE IMPAIRITIVE FOR CLUB HISTORY
	14. Create a Buddy Club Program	Lieutenant Governors (within division)/Membership, Development, and Growth Chairperson	2004-2005 --criteria/guidelines 2005-2006 --put into effect AS A RESOURCE FOR CLUBS WHO ARE INTERESTED IN PARTICIPATING IN THE PROGRAM
	15. Create a Membership Handbook	Membership, Development, and Growth Chairperson	2003-2004 --begin utilizing Fall 2003
3. Leadership Education	1. Create a resource binder on past workshops	Convention Chairperson/ Assistant Convention Chairperson/ Administrator/ Assistant Administrator/ Special Events Chairperson	2003-2007 --start District Convention 2003

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	2. Create outlines and handouts for all workshops	Convention Chairperson/ Assistant Convention Chairperson/ Administrator/ Assistant Administrator/ Special Events Chairperson	2003-2007 --start District Convention 2003
	3. Utilize others outside of the district board for workshops	Convention Chairperson/ Assistant Convention Chairperson/ Administrator/ Assistant Administrator/ Special Events Chairperson	2003-2007 --start District Convention 2003
4. Service	1. Create a Handout of successful service projects PROVIDED THROUGH THE SERVICE MANUAL	Service Chairperson/ Lieutenant Governors	2003-2007 --start collection at District Convention 2003
	2. Encourage clubs to create a service binder which will help for better organization of service hour collection	Secretary/Vice President Training	2003-2004 --Spring Fling 2003
	3. Encourage clubs to collect service ideas from club members	Service Chairperson	2003-2004 --request for service ideas to bring to convention
	4. Education on Service	Everyone --mainly Governor/ Administrator --board will decide what they want to do & build on that --board work together on plan of how they want to attack it	2003-2007

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5. Kiwanis Family Education	1. Have a Circle K workshop at Key Club Convention, WHICH WILL BE BASED MORE ON COLLEGE LIFE RATHER THAN CIRCLE K SPECIFIC, AND AT KIWANIS MIDWINTER/DISTRICT CONVENTION	K-Family/Outreach Chairperson	2003-2004
	2. Have a Kiwanis workshop at Circle K Convention	Convention Chairperson/ Assistant Convention Chairperson/ K-Family/Outreach Chairperson	2004-2005
	3. Create a form to use for Collection of names of graduating seniors --pass along names to clubs --send names to other districts of those going out of state	form being created -after the names are collected the board will decide upon someone to organize the information and send the names along	2003-2004 -ALSO PROMOTE THE KEY CLUB INVITATIONAL
5. Kiwanis Family Education Continued	4. Collect names of graduating seniors through Lieutenant Governors making club visits in February --pass along names to clubs --send names to other districts of those going out of state	Lieutenant Governors -after the names are collected the board will decide upon someone to organize the information and send the names along	2004-2005

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	5. Collect names of graduating seniors and make personal contact before person moves	Club -after the names are collected someone will take on organizing it all and sending names along	2005-2006
	6. Utilize Key to College Program, Buddy Program/Kiwanis Career Contacts, Model Kiwanis, and Model Circle K to build relations	K-Family/Outreach Chairperson	2003-2007
	7. Educate all clubs, Circle K and Kiwanis, on dues waiver for Circle K'ers that join Kiwanis	in membership handbook, Sponsored Youth workshop at Kiwanis Convention Kiwanis Workshop	2003-2004
	8. Utilize the K-Family Manual	K-Family/Outreach Chairperson/ Lieutenant Governors	2003-2007 -MAKE SURE THAT ALL CLUBS HAVE BEEN PROVIDED WITH A COPY OF THE MANUAL
5. Kiwanis Family Education Continued	9. Plan in advance to allow proper notice and make personal visits; for high attendance rates need to promote events early and publicize a lot	2002-2003 Club Presidents -in president's manual -how to work with Kiwanis	District Convention 2003
	10. Plan monthly K-Family events and interclubs (service projects, socials, meetings, et cetera)	Vice President Training/ Lieutenant Governors/ K-Family/Outreach Chairperson	2003-2007