

DEFINE • FOCUS • GROW

Chapter Leader Worksheet (Sample)

Area of Focus	Description	Notes	Commitments & Plans
<p>Visualize If you're sitting at this conference one year from now, what has to have happened in your chapter for you to feel satisfied with its progress?</p>	<p>We have a fully staffed executive committee and advisory board. Our chapter has increased its membership to 400 and our average meeting attendance is 75. We are a Gold Chapter of Excellence recipient.</p>		
<p>Barriers What are the three primary barriers or obstacles that could keep you from achieving that vision?</p>	<ol style="list-style-type: none"> 1. 3 underperforming executive committee members. 2. Anemic dues income. 3. Stale membership. 		
<p>Opportunities What are three opportunities you need to capitalize on to achieve what you have envisioned?</p>	<ol style="list-style-type: none"> 1. Potential donors. 2. Young professionals. 3. Fundraising golf tournament. 		
<p>Strengths What are three core strengths of your chapter that give you confidence you can achieve what you have envisioned?</p>	<ol style="list-style-type: none"> 1. Strong leadership succession plan. 2. Board member support & name recognition. 3. Consistent meeting schedule. 4. Large email list. 5. Loyal membership. 		

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Barriers What are the three primary barriers or obstacles that could keep you from achieving that vision?	1. 2. 3.		
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