



GFWC FLORIDA FEDERATION OF WOMEN'S CLUBS
2020-2022 Administration

Dear Florida Federation Friends,

It is with tremendous Excitement, Enthusiasm, and Passion that I invite you to consider being a part of the 2020-2022 GFWC Florida Board of Directors! I would love and we need the most **POSITIVE, GRACIOUS, KIND, and HARDWORKING** members we can find to serve! **YES!** I mean **you!**

First, let us stop and thank President Sharon Oliphant and Director of Juniors, Shannon Baily for their truly outstanding leadership and commitment to making us smile and shine and read! This 2018-2020 administration continues through Convention 2020 and we will strongly support Operation Smile Goals and Book Heroes throughout that time! On a personal level, I thank and love them for their support, help and mentoring of me.

The 2020-2022 administration will officially begin with the close of the 2020 GFWC Florida Convention in Orlando on May 14-17 2020, after the Installation. There will be a new Board of Directors meeting on Monday morning, May 18 (new credentials and everything). Please put it on your calendar if you are selected. I would love to have a position for everyone that wants one, but I can't guarantee that. Know that you are all special and appreciated and that there will be something for you to do in this administration! If you are selected, you will receive a follow-up letter from me with additional information. I will try to have all of that done by the end of January, 2020. Be sure to list your preferences, even if you are running for an elected position. It will help.

These are a few of the important dates for you to consider as you make your decision.

2020 GFWC Fl. Annual Convention-Rosen Plaza
May 14-18 (including the Monday morning Board Meeting)
2020 GFWC Fl. Summer Planning Meeting –Sun City Center-**VERY IMPORTANT**
2020 GFWC Fl. Fall Board Meeting-Rosen Plaza: September 25-27, 2020
2021 GFWC Fl. Annual Convention-Rosen Plaza: May 14-16, 2021
2021 GFWC Fl. Fall Board Meeting-Rosen Plaza: September 24-26, 2021
2022 GFWC Fl. Annual Convention-Rosen Plaza: May 20-22, 2022

There will be others, but we'll start there.

I am very excited, a little nervous and extremely humbled and privileged to have this opportunity to serve you! I promise to do my very best!

Federation Love,

Dianne Foerster
GFWC Florida President-elect
dlynnfoerster@gmail.com
813-481-5660



APPLICATION FOR APPOINTMENT 2020-2022 GFWC FLORIDA BOARD OF DIRECTORS

(Please click cursor in the gray box and begin typing)

Name of Applicant:

Home Address:

Cell Phone:

Email Address:

Application due: December 1st, 2019.

Please fill out form and email to Dianne Foerster: dlynnfoerster@gmail.com

Positions available are as follows:

Place cursor and click an X in the gray box by the position where you would be interested in serving during the 2020-2022 GFWC FL Administration.

Please remember: At the close of each administration, all chairmanships shall be deemed vacant. No chairman shall serve more than two successive terms in the same chairmanship, except technical, website, state meetings, credentials, registration and musical chairmen. Each retiring chairman shall transfer all property belonging to the community service programs or committee to her successor or send to the state headquarters within one month after the expiration of the term.

- **GFWC FL President** serves as an ex-officio member of all committees with the exception of the elections committee.
- **GFWC FL President-elect** serves as dean of district directors.
- **GFWC FL First Vice President** serves as dean of Community Service Programs (CSP) chairmen.
- **GFWC FL Second Vice President** services as Chairman of the Membership Committee and a member of the Juniorette Advisory Committee.
- **GFWC FL Treasurer** serves as a member of the Finance and credentials/registration committees.
- **GFWC FL Director of Junior Clubs** serves as a member of the finance committee.
- **GFWC FL Corresponding Secretary** serves as a member of the credentials/registration committee.
- **GFWC Finance Officer** serves as chairman of the Finance Committee.

Special Programs and Community Service Programs (CSP) and Advancement Areas

Responsibilities:

- Keep our members informed on GFWC Partners and programs and projects.
- Provide written updates to the *Bulletins* in each year of the term.
- Judging reports in an unbiased manner.
- Provide written report to GFWC FL First Vice President (mid-February each year).
- Woman's Club chairman and Junior club chairman partner to teach workshops at GFWC FL Board of Directors Meeting and/or GFWC FL Annual Convention in Orlando.

GFWC Signature Program: Domestic Violence Awareness and Prevention Chairman

Junior's Special Program: Advocates for Children

Arts and Culture (Formerly called Arts CSP)

Arts4All Florida

Environment (Formerly called Conservation CSP) with emphasis on Rescue Animals

ESO Chairman

Education and Libraries (Formerly called Education CSP) with emphasis on Books for All

Health and Wellness (Formerly called Home Life CSP) with emphasis on Special Olympics & Boggy Creek

Civic Engagement and Outreach (Formerly called Public Issues CSP) with emphasis on Special Needs

NOTE: International CSP will be integrated into the five CPS areas listed above.

Communications

Communications & Public Relations Chairman:

Responsible for all areas of communications below:

Communications & Public Relations Co-Chairman

GFWC Florida Club Woman Newsletter: featuring Membership Monday (working with Communications Chairman)

Web Designer (graphic designer)

Should have a creative and artistic background and be strong in visual and graphic arts. A web designer is responsible for the overall look and feel of the site, including the photos, color, font type and size, graphics, and layout.

Web Developer

The developer's job is knowing how to write the proper code and how to tie it all together including forms and other elements of the website. In other words, the web developer is in charge of the functionality of the website.

Webmaster (also called a web architect, web developer, site author, website administrator, or website coordinator)

Responsible for maintaining website. The duties of the webmaster may include coding, ensuring that the web servers are operating correctly, designing the website, generating and revising web pages, SEO testing, replying to user comments, and examining traffic through the site. As a general rule, professional webmasters must also be well-versed in Web transaction software, payment-processing software, and security software, as well as being experts in marketing and social networking.

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| <input type="checkbox"/> | Fundraising and Development Chairman | <input type="checkbox"/> | Legislation/Public Policy Chairman |
| <input type="checkbox"/> | Fundraising and Development Co-Chairman | <input type="checkbox"/> | Membership Chairman |
| <input type="checkbox"/> | Leadership Chairman | <input type="checkbox"/> | Membership Co-Chairman |
| <input type="checkbox"/> | Leadership Co-Chairman | <input type="checkbox"/> | Women's History & Resource Center Chairman |
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President's Project Leadership Team

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|--------------------------|---|--------------------------|---|
| <input type="checkbox"/> | President's Project Chairman | <input type="checkbox"/> | President's Project Fundraising Co-Chairman |
| <input type="checkbox"/> | President's Project Co-Chairman | <input type="checkbox"/> | President's Project District Chairman
(one member from each GFWC FL District) |
| <input type="checkbox"/> | President's Project Fundraising Chairman | | |
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Awards and Contest Chairman

(Training for the below positions of GFWC Florida Advancement Area Appointments will be provided at Summer Planning Meeting in July of 2020)

- Review and be familiar with GFWC and GFWC FL judging criteria, contest rules, and all deadlines.
- Inform District Directors and/or clubs that GFWC offers three opportunities to participate.
- Inform District Directors and/or clubs of deadlines to submit photography for GFWC FL Arts and Crafts competition.
- Provide written updates to the *Bulletins* in each year of the term.
- Teach workshops at GFWC FL Board of Directors Meeting and/or GFWC FL Annual Convention in Orlando.

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| <input type="checkbox"/> | Awards Chairman | <input type="checkbox"/> | Newsletter Contests Chairman |
| <input type="checkbox"/> | Awards Co-Chairman | <input type="checkbox"/> | Scrapbook Committee Chairman |
| <input type="checkbox"/> | Community Improvement Program Chairman | <input type="checkbox"/> | Scrapbook Committee (5 members) |
| <input type="checkbox"/> | Community Improvement Program Co-Chairman | <input type="checkbox"/> | Website Contest Chairman |
| <input type="checkbox"/> | Jennie Award Chairman | <input type="checkbox"/> | Yearbook Contests Chairman |
| <input type="checkbox"/> | GFWC Photography Contest Chairman | <input type="checkbox"/> | Writing Contest Chairman |
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GFWC FL Committees (in alphabetic order)

(Training for the committee positions will be provided at Summer Planning Meeting in July of 2020)

Archives Committee

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|--------------------------|---------------------------|--------------------------|---------------------------|
| <input type="checkbox"/> | Archivist Chairman | <input type="checkbox"/> | Archives Committee |
|--------------------------|---------------------------|--------------------------|---------------------------|

Boosters

Booster Chairman

Booster Committee

- The GFWC FL Booster Club whose members are husbands, partners, or relatives who share the commitment to assist GFWC FL with their national/local projects and goals.

Bylaws Committee

Bylaws Committee Chairman

Bylaws Committee

Day of Service

Day of Service Chairman

Day of Service Co-Chairman

Chaplain (Appointed by GFWC FL President)

Convention Exhibits Committee (GFWC FL Arts Competition)

Convention Exhibits Chairman

Convention Exhibits Co-Chairman

Convention Exhibits Committee (GFWC FL District Arts Chairman)

Junior Member

Credentials Committee

Credentials Committee Chairman

Credentials Committee

1895 Society

1895 Society Chairman

1895 Society Committee

Junior member

Past GFWC FL President

Elections Committee

Elections Committee Chairman

Elections Committee

- The elections committee shall consist of a chairman and six members appointed by the president none of whom shall be from the same district and no district shall be represented for two successive terms.

District 1

District 4

District 9

District 12

District 3

District 5

District 10

Junior Club member

Grant Writing Chairman

Grant Writing Chairman

Grant Writing Committee

- Informing clubs that Grants and other funding resources are available from GFWC and some of the GFWC Partners for specific programs and projects.
- Search for Grants that will benefit GFWC Florida and write a tailored application for each Grant.

Headquarters Merchandise Table Committee

Headquarters Merchandise Table Chairman

Headquarters Merchandise Table Committee

Hostesses, Aids and Assistant

Executive Suite Hostess (3 members) – Appointed by GFWC FL President

Past Presidents Hostess - Appointed by GFWC FL President

President’s Aides - Appointed by GFWC FL President

President’s Assistant - Appointed by GFWC FL President

Junior Advisor

Junior Advisor (Appointed by GFWC FL Director of Junior Clubs)

Juniorette Advisory Committee

Juniorette Advisory Chairman – Appointed by GFWC FL President (By virtue of this position, appointee is a member of the Membership Committee.)

Juniorette Advisory Co-chairman

Juniorette Advisory Committee

GFWC Florida Second Vice President (member of this committee)

LEADS Committee

LEADS Chairman – Appointed by GFWC FL President

LEADS Co-Chairman – Appointed by GFWC FL President

LEADS Committee members:

GFWC Florida President

GFWC Florida Director of Junior Clubs

Legislation/Public Policy & Resolutions Committee

Legislation/Public Policy & Resolutions Chairman

Legislation/Public Policy & Resolutions Committee

Junior Member

Membership Committee

Membership Committee Chairman – GFWC FL Second Vice President

Membership Committee Co-Chairman

GFWC FL Director of Junior Clubs

GFWC FL Juniorette Chairman

Membership Committee – Each District will appoint a District Membership Chairman.

Musician

Musician (Keyboard Player)

Musician (i.e. flute, violin)

Pages Committee

Pages Committee Chairman

Pages Committee (6 members)

Protocol Committee

Protocol Chairman

Protocol Assistant

- Attend the GFWC FL Board of Directors Meeting and the GFWC FL Annual Convention in Orlando. Assist with procession of GFWC FL officers, GFWC officers, and guest. Be responsible for personal belongings of officers and guest, i.e. purses, sweaters during procession.

Reporting Committee

Reporting Committee Chairman

Reporting Committee

Registration and Meals Committee

Registration and Meals Committee Chairman – Appointed by GFWC FL President

Registration and Meals Committee

Junior Member

Scholarship Committee

Scholarship Chairman

Scholarship Committee

Southern Region Conference Chairman - GFWC FL Meetings Chairman

State Meetings

GFWC Florida State Meetings Chairman
GFWC Florida State Meetings Chairman Assistant
State Meeting AV Technician

State Meeting AV Technician Assistant

Strategic Planning

Strategic Planning Chairman – GFWC FL President-elect
GFWC FL Director-elect of Junior Clubs

Strategic Planning Committee

Junior Member