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# Finding Purpose in Leadership

## April 9, 2022

Alpha Lambda Delta Spring Leadership Summit  
Dave Kelly | America's Student Leadership Trainer<sup>sm</sup>

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*"We are still in business; we are just doing business differently." Frankie Moore,  
Coordinator of Student Activities, Moreno Valley College, August, 2020*

Finding your purpose as a leader: It's all about...Building Confidence!

What is your vision for your year of leadership? (use this space to write down  
some thoughts):

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How do you harness the moon? \_\_\_\_\_!  
What are your goals for the year?

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_

*"Choose to make your imagination your ally. You do have a say about what  
pictures live in your head—and you can choose the most positive images to  
shape your life." Jane Seymour, Actress*

**Effective Officer Transitions**

1. Writing effective \_\_\_\_\_ is of value to every organization. [Minutes Template available at <https://bit.ly/2XQZo68>] They should include:
  - a. Time the meeting began and ended.
  - b. Summary of events during the meeting.
  - c. Exact detail of actions taken, including motions.
  - d. Who was in attendance at the meeting
  - e. Future plans, programs, and activities.
2. Create a \_\_\_\_\_, using tabbed dividers.
  - a. \_\_\_\_\_.
  - b. Sample \_\_\_\_\_.
  - c. Sample \_\_\_\_\_.
  - d. \_\_\_\_\_ of the year’s activities.
  - e. Who to \_\_\_\_\_.
3. Have outgoing officers meet with their \_\_\_\_\_. They should give them the ins and outs, the good and the bad, goals accomplished and what is still left to do. And share their \_\_\_\_\_ info! [Email, phone, social media, etc.]
4. Give a copy of all materials to the \_\_\_\_\_. When I was Circle K District Administrator, we found that 20-25% of the new officers elected in the spring either didn’t \_\_\_\_\_ in the fall or just fell of the \_\_\_\_\_. Those resources and materials may be lost in those cases.
5. Be focused and \_\_\_\_\_ with your transition and you will ensure the continued \_\_\_\_\_ of your club or organization. ***This is your legacy!***

**Planning Your Own Transition Leadership Retreat**

1. Determine if you are going to do it \_\_\_\_\_ or \_\_\_\_\_.  
If in-person, where are you going to hold it?
2. Review the roles and responsibilities of each \_\_\_\_\_.
3. Do a \_\_\_\_\_ session for the organization, the executive board, and each position.

4. Have \_\_\_\_\_ to allow people to interact and get to know each other. Gently nudge them from their comfort zone.
5. Pass on \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, etc.
6. Have strong \_\_\_\_\_ but make the learning \_\_\_\_\_!

“I’ll Do It!” Watch for pivotal moments and opportunities!

*“Whatever you can do or dream you can, begin it. Boldness has genius, power, and magic in it.” Johann Wolfgang von Goethe (1749-1832)*

Leadership is about Service!

*“We can change the world,  
By serving...  
One life at a time.”*

*Dave Kelly, America’s Student Leadership Trainer<sup>sm</sup>*

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