

The background features a large, semi-transparent seal of the Veterans of Foreign Wars Auxiliary. The seal is a Maltese cross with a red center and gold border. In the center of the cross is a circular emblem containing an eagle with wings spread, perched on a shield with vertical stripes and a blue top section with stars. The eagle holds an olive branch in its right talon and arrows in its left. The words "VETERANS OF FOREIGN WARS" are written in a circular path around the eagle, and "AUXILIARY" is written at the bottom. Various military symbols like a tank, a ship, and a plane are faintly visible in the background.

District President  
Flying Squadron  
August 7, 2022

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# Duties & Responsibilities

- If you are a new District President, make plans for you and if applicable, your District Treasurer, to be added to your District bank account.
- Send your District Report (the last quarterly audit, membership status report), to your District Commander within the next 30 days
- Appoint your District Program Chairman

# Duties & Responsibilities

- Remind Auxiliaries that District Dues are due into your District Treasurer by 9/30
  - If not paid by your District Convention, the Auxiliary loses their delegate votes
- Plan your District School of Instruction
- Plan your Official Visit Dates
- Send notification of your Official Visit to Auxiliary President

# Chain of Command

- As District President, your responsibility is to Act as the liaison between the Auxiliaries in your District and the Department.
- You must notify the Department President of any issues within the auxiliaries for direction and resolution
- Contact the Department President or Department Secretary immediately if your District Commander has asked you to attend a meeting regarding Post/Auxiliary related issues.

# Communications

- Provide a status report on each of Auxiliaries in your District to the Department President at each Department Meeting, (Fall Conference, Mid-Winter Conference and June Convention)
- Connect with your Auxiliary Presidents regularly
- Send proper Notification of Intent to Visit an Auxiliary early to ensure the Auxiliary President knows when to expect you

# District President Reports

- **Submit your completed Auxiliary Visit Report to the Department President immediately following your visit**
- **Submit your completed District Meeting Summary Report to the Department President immediately following your visit**

# Official Visits

- Nothing should prevent the District President from conducting an Official Visit unless sickness (send in another District Officer) or the auxiliary has cancelled the meeting
- If another District Officer is sent in to conduct the Official Visit on behalf of the District President, the District President must notify the Department President of the Name and Title of the Officer

# Circle of Champions

- District Membership must be 100% + 3 by April 30, 2023
- District President and Treasurer must be bonded by August 31, 2022
- All District Officers must have dues paid by December 31, 2022
- All District Audits must be received by the Department Treasurer within 15 days following the District meeting



# Circle of Champions

- District Presidents shall attend all Department meetings, if unable to attend, an excused absence must be sent to the Department President along with the name of an assigned representative (Sr or Jr Vice)
- The District President must submit a copy of the District Secretary's meeting minutes and a copy of the District Treasurer's Report from the first District meeting in 2022 to the Department President Secretary No Later than 10/30/2022.

# Circle of Champions

- All Auxiliaries within the District must have reported in Americanism, Veterans and Family Support and Hospital by April 15, 2023
- All Auxiliaries must pay a minimum of \$25 donation to the National President Special Project
- All Auxiliaries must pay their Health & Happiness of .25 per member by April 15, 2023

# Circle of Champions

**New this year.....**

- . The District President must submit a copy of the District Secretary's meeting minutes and a copy of the District Treasurer's Report from the first District meeting in 2022 to the Department President Secretary No Later than 10/30/2022.**

# Circle of Champions

## New this year.....

- The Department President will consider personal observations, or other Department Official Representatives' observations, and/or any communications received from other members regarding the performance and/or leadership of the District President, in determining the Circle of Champion results.

# Remember:

- You are all volunteers.....
- The District is a School of Instruction, and the District Officers and Chairmen's duties are to educate the Auxiliaries at District meetings.
- Always be prepared and ready to set a good example.
- Remember your goals as District President and work towards meeting your goals .....
- Enjoy your year as District President



QUESTIONS?

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