



LDCom Memo

Our mission is to provide information to assist every USPS® Member.

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United States Power Squadron, Leadership Development Committee

R/C Peter H. Hames, AP, Chairman

www.usps.org/national/ot

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From the Desk of R/C Pete Hames, AP, Chairman

Greetings from the Leadership Development Committee.

At the Governing Board in Greensboro we made a short presentation on our committee's recent accomplishments. The purpose of this newsletter is to inform you of the new or revised products available to your district and squadron from our website. We hope you will take the time to review them and use them for managing and educating your organizations.

Fraternally,

Pete

R/C Peter H. Hames, AP
Chair of the Leadership Development Committee

The Choice

"What we think or what we believe is in the end, of little consequence. The only thing of consequence is what we do."

John Ruskin

*Got 'EM?
E4
Will
Keep 'EM!*

*Go to page 4
and find out how...*

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www.usps.org/national/ot

Check out our website for:

- Registrations for AO, XO and Cdr seminars
- Operations Training Program Student Manual
- Operations Training Program PowerPoint (*Being Updated!*)
- District & Squadron Job Descriptions
- All kinds of neat stuff

Our committee was formerly the Operations Training Committee and the website can be reached by going to the URL listed above.

Checkout our website for short presentations on leadership, handy guides for parliamentary procedures, stationary for Squadron, District and National officers along with many more neat documents.

Leadership Development Seminars are cool...and informative!

DAO/SAO

Since the beta test in November of 2009 we have presented 23 DAO/SAO Leadership Training Seminars to a total of 499 members of which 55% were Administrative Officers.

Eleven (11) seminars have been presented in 2011 to a total of 166 students.

Two (2) more seminars are scheduled for 2011 and will be conducted...

- Seattle/Federal Way WA (D16) - 8 October 2011
- Boston (D12) - TBD

DXO/SXO Seminars

The beta course was presented in October, 2010. Since then, we have presented 7 DXO/SXO Leadership Training Seminars to a total of 207 members of which 69% were bridge officers.

The DAO/SAO course is a pre-requisite to this course. The Century Fund is underwriting the cost of both courses for incoming or sitting AOs, XOs and Commanders.

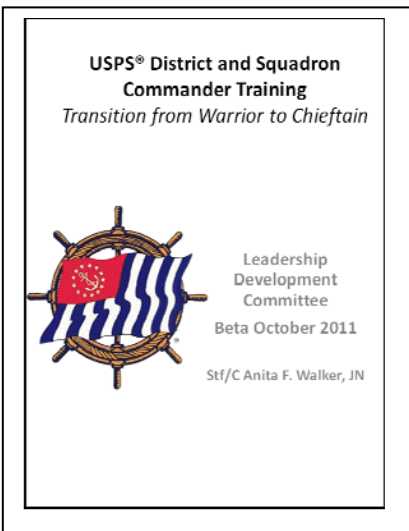
Two (2) more seminars are scheduled for 2011 and will be conducted...

- Seattle/Federal Way WA (D16) - 9 October 2011
- Boston (D12) - TBD

D/C & S/C Seminars Planned

A District and Squadron Commanders Leadership Training Seminar has been developed by Stf/C Anita F. Walker, JN and will be beta tested on 29 October in Pompano Beach, Florida.

This course builds on the skills covered in the AO and XO seminars and provides tools for those who are going to be district or squadron commanders.



Announcement

The 2012 Commanders' Guides have been completed for both District and Squadron Commanders.

R/C Hames, AP extends his appreciation to St/C Susan L. Darcy, JN who has provided all the material to Lena Pedro at Headquarters so she can update and issue these guides well in advance of the Change of Watch season.



Operations Training is for EVERYONE!

The Operations Training Program Manual has been totally revised to reflect changes in the Operations Manual and other changes in our organization. This manual is posted on our website and replaces the printed version supplied by Headquarters.

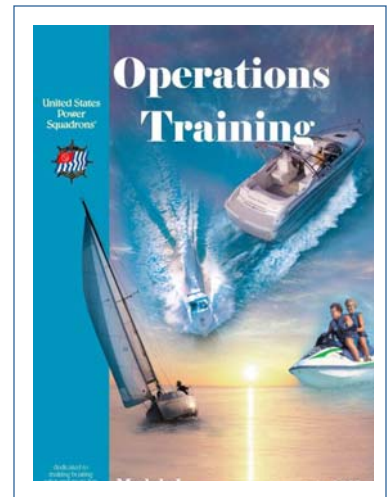
OTP now has Four Modules

This Operations Training Manual is presented in modular form to provide flexibility in offering and completing it in whatever order best suits those involved.

- Module I - The Organization
- Module II - Squadron Committee Work
- Module III - Squadron Bridge Officers
- Module IV - Navigating the USPS Web Site

The four modules may be downloaded and printed separately or as one complete manual.

This current revision was organized by Stf/C Louis R. Loth, AP and the final version was created and posted on our website by Stf/C Susan L. Darcy, JN. R/C Peter Hames, AP offered his sincere thanks and appreciation to his committee members and others who contributed to the total revision of this program. A job well done!



Revised July 2011.

The Operations Training Quiz has been completely re-written by P/D/C Elaine C. Keller, AP and Stf/C Louis R. Loth, AP. All questions and answers are traceable to specifics in the Operations Manual. It is included in the Operations Training Program Manual and posted on our website. Why not add one question to each of your squadron newsletters?

Is your Squadron in a rut?

The definition of a rut is a grave that is open at both ends. Can you relate? What are you doing to keep your Squadron or District thriving?

The Leadership Development Committee has provided a number of presentations to assist you in revitalizing your membership. It's time to stop saying, "Been there, done that, don't want to do it again."

Get involved and use the tools that are provided to assist you in turning your Squadron and District around. You can do it! Let us help!

CALENDARS

The District and Squadron Officer's calendars for 2012-2013 have been completed by Stf/C Susan L. Darcy, JN. The calendars contain important dates and recommendations as well as the ability for Districts and Squadrons to add their own events. It is a very useful tool provided for your use and benefit.

Would you like to have the 2012 Officer's Checklist Calendar containing all the dates and deadlines for next year, too? Just visit our Leadership Development website and find it and other exciting tools to make your jobs easier!

Job Descriptions

Job descriptions have been revised and posted on our website. The descriptions presented are generic in nature and they may be added to or extended as local requirements may warrant.

42 jobs are included in the District Job Descriptions Manual to reflect the most recent editions of the typical District Organization chart and model District Bylaws.

The Squadron Job Descriptions Manual includes 47 jobs. Small Squadrons and Squadrons at risk may not be able to recruit enough members to fill all 47 positions.

The forward includes recommendations from the "Squadrons at Risk Manual." Squadrons may wish to change their organizational structure and limit committees and activities to those that are deemed essential.

Remember...

People will forget what you said

People will forget what you did

But people will never forget how you made them feel

Maya Angelou



LDCom has great stuff on our website to assist you and your squadron and district officers. Please visit us soon at www.usps.org/national/ot and let us know what we can do to better serve you.

Leadership Development Committee

... helping you "Transition from Warrior to Chieftain" successfully...

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D/Lt Elizabeth J. Dysart, JN.....	Districts 09, 10, 30, 31
D/Lt Allan (Al) B. Furtado, SN.....	Districts 14, 22, 24
P/D/C Shirley Heald, AP.....	Districts 01, 02
D/Lt/C Andy C. Hyman, III, SN.....	District 26
P/D/C Robbie Jarrell, AP.....	Districts 12, 19, 20, 29
P/D/C Elaine C. Keller, AP.....	Districts 13, 28
D/Lt/C Edwin G. Kridler, SN.....	Districts 03, 04, 08
D/Lt/C Miguel Lugo, AP.....	District 33
D/C Jerry Wayne Madden, AP.....	District 21
D/Lt/C Joseph J. (Jeff) McKinney, JN.....	District 05
P/D/C Bradley H. Peters, SN.....	Districts 15, 16, 17, 18
P/Stf/C Carolyn Sanislo, SN.....	Webmaster

What is E4?

Enlightenment – NEW MEMBERS need to learn about our great organization

Education – Each MEMBER whether they're brand new or with many merit marks can learn more about USPS

Empowerment - Giving MEMBERS the knowledge and skills that will allow them to help their squadrons thrive

Entrepreneurship - allows MEMBERS to see "problems" as "opportunities" and then take action to identify the solutions to those problems to ensure the success of USPS.

and add to it the biggest "E" ..

ENTHUSIASM!!!

