

# CLUB REBUILDING TIPS



## ***Before Starting the Club Rebuilding Process***

- Get an understanding of the club's history (membership details, meeting locations, projects, charter date).
- Rebuilding is different from building a new club – this club already has a “personality” and each of their members also has a personality, thoughts, and opinions. The existing club members **MUST** be on board with the rebuilding process.
  - By this, we mean they are willing to listen and be open to new ideas that come with new members. It **CAN'T** be “we want new people to join us to do what we tell them and to do the exact same projects that we’ve always done.” New members will not stay if they do not feel their ideas and voices are being heard and considered.
  - Sometimes sadly, this means that a club is not a true, receptive candidate for the rebuilding process. We can want this for them, but they must want it and be willing to adapt to it for it to be successful. If this is the case, move on and choose another club to officially assist. This has been the reason many clubs that have been around for a long time cannot be rebuilt or saved.
  - If a club doesn't want help or to grow, but there is an opportunity in this community to grow, there may be an opportunity to build another club around this community. Pass this information along to your international director or your district membership development chair.
- Consider your geographic location in proximity to where you will be attending their meetings and trying to help them recruit.
- Contact Civitan International and the international director to gather any thoughts or insight they might have about the club and the rebuilding prospects.
- Try to get a feel to see if there are existing club members that **WILL** assist you in the recruitment process. This can include drivers, recruiters, meeting coordinators or greeters to name just a few positions. It is critical to have a “catalyst” in the area who wants to rebuild the club. This person, or people, know the area and the people in the area and can be a tremendous help with bringing in new members.
- Talk to your district leadership team to determine who else might be able and ready to commit to assist in the rebuilding process should you decide to move forward. This includes not only team members but knowledge of potential sponsoring clubs.
- Read the Civitan International Policies for all the official details on the rebuild process (how many builders can be recognized, the billing with international, how many members must be added & in what timeframe, etc). It's policy 0811. The policy book is in the Resources section of the Civitan website, in the International Governance section.
- Remember that the 12 months rebuilding process clock starts the day the request is officially made to Civitan International. Therefore, take some time to get things ready in your thoughts and planning **BEFORE** you make the official request.
  - You might even want to have a recruit or two ready to join the club before you start your request.