



FACULTY DEVELOPMENT INSTITUTE

Reno, Nevada USA

January 19-21, 2019

Application Deadline: November 5, 2018

Purpose of the Faculty Development Institute (FDI):

To develop and expand the number of skilled Lions faculty for use in training at club, district, and multiple district levels. Completion of this institute will enable Lions to apply to the Lions Certified Instructor Program (LCIP) if desired.

Participant Qualifications:

1. Candidates for this institute must be from Constitutional Area I & II - United States of America, Its Affiliates, Bermuda & The Bahamas & Canada. This institute will be conducted in English. Candidates must be capable of understanding and participating in the selected language of instruction at this institute.
2. **Candidates should have experience serving as instructors for Lions training events.** This experience should include using PowerPoint to support training delivery. (Note: Participants will not be expected to create any materials while at the FDI, but it will be necessary to use PowerPoint and other provided materials for some activities.)
3. Candidates must be willing to commit to a three-day institute, including classroom sessions and meals, and understand that personal time is extremely limited. **Attendance at all classroom sessions and scheduled meals is mandatory.**
4. Lions participating in this three-day course will be required to conduct a local training event within six months of the institute, in order to complete the FDI.

Cost of the Institute:

Lions Clubs International will provide meals and lodging according to the schedule of the institute. In compliance with board policy, a non-refundable participation fee of US\$150.00 will be required to offset a portion of these costs. This fee will be due no less than six weeks prior to the institute start date. **Please do not send fees until you receive a letter of acceptance to the institute.** Participants are also responsible for their own transportation and other travel related expenses to and from the institute site.

Selection Process:

Because of the high number of applications received, acceptance into the institute is not guaranteed. Qualified district governors will be considered for participation in a Faculty Development Institute only if space is available.

In the selection process, the Leadership Development Division strives to achieve maximum geographical representation of districts throughout the constitutional area. **All candidates will be notified of selection status no more than three weeks after the application deadline via the email address provided on the application form.**

The Leadership Development Division of Lions Clubs International reserves the right to cancel any institute or language-specific classroom due to insufficient applications submitted by the stated application submission deadline. The division also maintains the quality of all aspects of the institute, including program, faculty, and the selection process of participants and works in concert with the International President and the Leadership Development Committee of the International Board of Directors.

Expectations of Lions Who Complete the FDI:

1. Serve as a leadership resource and pursue additional leadership and training roles and responsibilities in their respective zones, regions, districts, and multiple districts.
2. Share their institute experiences with members of their zones, regions, districts, multiple districts, and constitutional areas, and encourage other qualified Lions to apply to the institutes.
3. Continue to enhance facilitation skills through practice and participation in future training opportunities.

Application Procedure:

All candidates must submit the completed Candidate's Information Form along with the completed and signed Nomination Form by the stated application submission deadline in order to be considered.

Application submission deadline:

November 5, 2018

Send completed application to:**

Institutes & Seminars Department

Lions Clubs International

Email: institutes@lionsclubs.org

Fax: 630-706-9010

Electronic completion of this form is strongly encouraged to ensure accuracy of the details provided. The information entered can be saved then forwarded to officers for signatures.

*****To ensure timely receipt of your application, please submit by e-mail or fax.***



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Part 1: Candidate's Information

District Number: _____ Membership Number: _____

First/Given Name: _____ Last Name: _____

Email*: _____ * PLEASE PRINT - Required information for all institute correspondence

State/Province: _____ Country: _____

Gender: Male Female Month and Year Joined Lions Clubs: _____

Club Number: _____ Lions Club Name: _____

Current Lions Title: _____ Highest position held in Lions Clubs: _____

Languages Offered (select language of instruction) English

If you selected more than one language, please indicate your preferred language of instruction: _____

Lions Leadership Institutes Previously Attended (Locations & Dates) if any _____

Part 2: Experience and Skills Please type or print using additional sheets as needed.

- 1. Have you conducted or contributed to Lions trainings? (List training course names and dates.)
2. Have you conducted or contributed to trainings outside of Lions Clubs? (List types of trainings and dates.)
3. Upon completion, how do you intend to use the skills learned at the Faculty Development Institute?
4. Why is this institute of interest to you?

Part 3: Acknowledgements

- I confirm that I am capable of understanding and actively participating through reading, writing, and fluent speaking skills in the language(s) selected above.
I understand that Lions Clubs International is not responsible for personal costs, including but not limited to, those associated with the following: illness, unanticipated or other personal events, lost or stolen property of participants.
I understand that participants are requested to carry medical insurance information in the event they require medical services.

Name of Candidate

Signature

