



# CLUB EXCELLENCE PROCESS

## Step 1: Why Are We Here?

- Discover community needs and complete a Community Needs Assessment
- Discuss how Lions make a difference
- Recognize what Lions have accomplished
- Brainstorm what Lions could accomplish in the future

## Step 2: What Makes an Excellent Club?

- Determine the characteristics of an excellent Club
- Identify the stumbling blocks that prevent us from excellence
- Analyze ways to improve Club effectiveness
- Complete the “How Are Your Ratings?” survey

## Step 3: How Can We Determine Our Needs?

- Review the Community Needs Assessment information
- Review the “How Are Your Ratings?” results
- Locate resources available to achieve excellence

## Step 4: What Can We Do Next?

- Set goals
- Create action plans

### How to get started

1. **Club officers** complete the online Club registration for CEP Pro or CEP Lite.
2. **Zone Chairs or District officers** complete the online District/Zone registration for CEP Pro.
3. **Registered Clubs, Zone and Districts** will receive an email with a link to the CEP materials for download. They are also available for purchase on the registration form.
4. **DG Team assigns** a trained CEP Pro Facilitator.
5. **CEP Pro Facilitator** contacts the Club, Zone or District coordinator for logistical arrangements.
6. **Club, Zone or District goes through the 4-step process.** CEP Pro is guided by an assigned Facilitator. CEP Lite is guided by someone from within the club.

[Learn more or schedule an informational presentation by contacting:](#)

**District GMT Coordinator**

**District GLT Coordinator**

## Helping Clubs

### Meet The Need

Strong, healthy Clubs serve their members’ and communities’ needs. But what happens when your Club isn’t meeting its members’ or its communities’ needs? How do you get back on track? Many of our Clubs struggle with this question, knowing that there is a problem, but not knowing how to put their finger on exactly what is causing the problem or how to overcome it. That’s where the Club Excellence Process (CEP) comes into play.

CEP is a process designed to help Clubs, Zones or Districts identify the needs of their members and communities through the use of brief surveys. Then they evaluate the information and create/ implement plans to help them meet those needs. CEP is a 4-step process that guides the Club, Zone or District through the gathering, evaluating and planning process.

For a Club, Zone or District to use this process successfully, they must first take an honest look at the overall health of their Club, Zone or District and community needs. Then based on the results, define their goals and priorities to meet these needs. Once the initial steps are complete, they will create and implement a plan to overcome the challenges they face and capitalize on their strengths.

The amount and type of ongoing support that each Club will receive from a Facilitator will be driven by each Club, Zone or District’s needs and their request for assistance.

