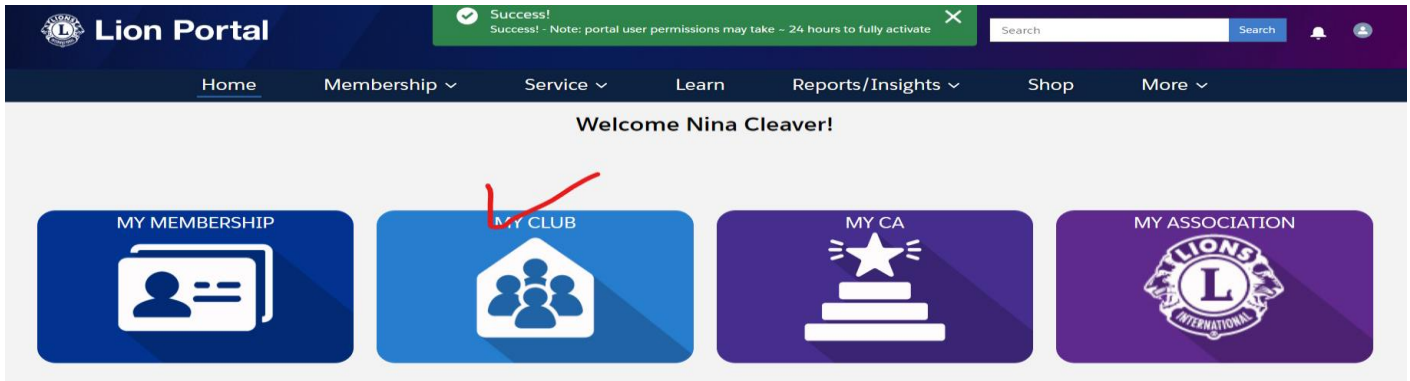
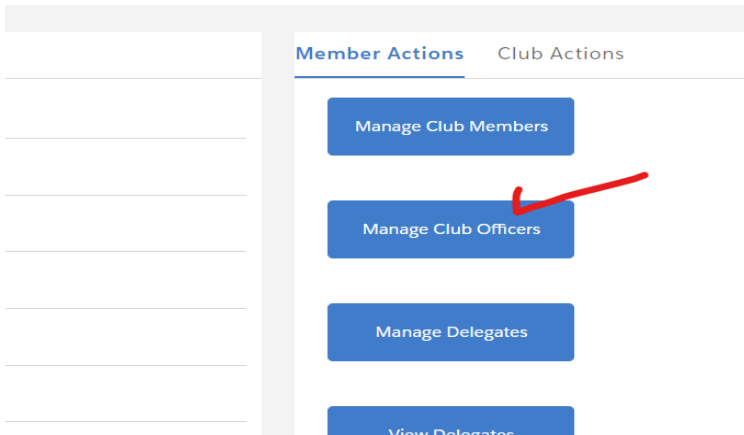
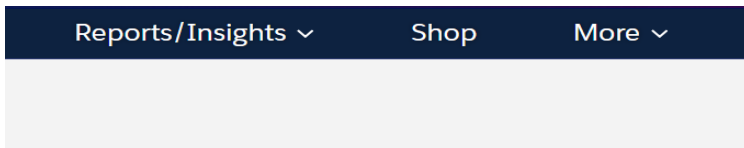


To Delete an Officer

Log into Lions Portal and go to HOME page. Select My Club.



Go to Manage Club Officers box located in column on right.



Select from Options below – click on circle in front of End Assignment. NEXT

Manage Club Officers

* Select from the options below

- Create New Assignment
- End Assignment
- Add Officer Address



Select the person from list you wish to delete as an officer by clicking on circle in front of their name. Make sure you select the correct name and term. Look at the start date and end date to determine. Every position a person holds is listed separately.

Manage Club Officers

Active Officer Assignments				
Showing 17 of 17 items • 1 item selected				
Member... ▾	Member... ▾	Title ▾	Start Date ▾	End Date ▾
-	om			2024
<input type="radio"/>	Neal Cleaver	Club Treasurer	Jun 30, 2024	Jun 29, 2025
<input checked="" type="radio"/>	Nina Cleaver	Club Service Chairperson	Apr 22, 2024	Jun 29, 2024
<input type="radio"/>	Nina Cleaver	Club Administrator	Jun 30, 2023	Jun 29, 2024
<input type="radio"/>	Nina Cleaver	Club First Vice President	Jun 30, 2024	Jun 29, 2025
<input type="radio"/>	Nina Cleaver	Club Administrator	Jun 30, 2024	Jun 29, 2025
<input type="radio"/>	Nina Cleaver	Club Second Vice President	Jun 30, 2023	Jun 29, 2024

Scroll down to bottom of page. NEXT.