

## **District 5M-2 Cabinet Position Description**

### **Long Range Planning**

#### ***Responsibilities***

- Promote Long Range Planning activities among the clubs in the district
- Speak to clubs in the district about Long Range Planning upon request
- Attend 4 District Cabinet meetings – August, October, February (at Mid Winter) and May – and submit a written report to the Cabinet Secretary in advance of the meeting.
- Give a brief presentation at the Fall Region Meetings and/or provide a table display as appropriate
- Attend Region and Zone meetings (optional)

#### ***Expenses:***

- Some expenses may be covered in the District budget, subject to Rules of Audit.
- Remainder of expenses is out of pocket i.e. Zone and Region meeting attendance.