



**SPDCCW Board presents “Knowledge Pays, Fill your Toolboxes”  
“Leadership Commission Chairs”**

*\*Facilitated by: Bernadette Gaudion*

# SPDCCW Leadership Commisson Chairs

**Let Us ALL pray...** “Lord watch over us and give us strength to carry out the mission of SPDCCW, our organization. Give us the grace to live Gospel values and support one another in our endeavors, as we work in your Name through Christ Our Lord, Amen.”






## Leadership Workshop Overview:

This session is geared for Leadership Commission Chairs at all levels. The primary focus will be to answer “What is my job description as Leadership Commission Chair?” Topics will include NCCW Mission, DCCW goal and objectives, availability of resources, mentoring, protocol, and leadership matrix. A special emphasis on Gospel values and our roles as commission chairs will be discussed.





**“The mission of NCCW is carried out through the work of three commissions, each under the direction of a national commission chair and is often mirrored at archdiocesan/diocesan, regional, and local parish levels.”** *—from nccw.org*

**“The Leadership Commission provides organization development, opportunities for training, as well as public relations resources, and publications to strengthen leadership.”** *--from nccw.org*

NCCW Leadership Commission Chair, Janet Carter

SPDCCW Mary Woltman, President

SPDCCW Cathy Pena, First Vice-President

SPDCCW Beth Aubin, Second Vice President

DCCW Leadership Commission Chair, Bernadette Gaudion

District Leadership Commission Chairs

**Our Lady Star of the Sea**

**Rosemary Early**

**Our Lady of Life**

**Paulette Elliott**

**Our Lady of Mystical Rose**

**Elaine M. Lee**

**Our Lady of Mystical Rose**

**Pat Moore**

**Our Lady of Grace**

**Maria Wilson**

**Our Lady of the Skies & Our Lady of the Way**



**25 Affiliation Leadership Commission Chairs**

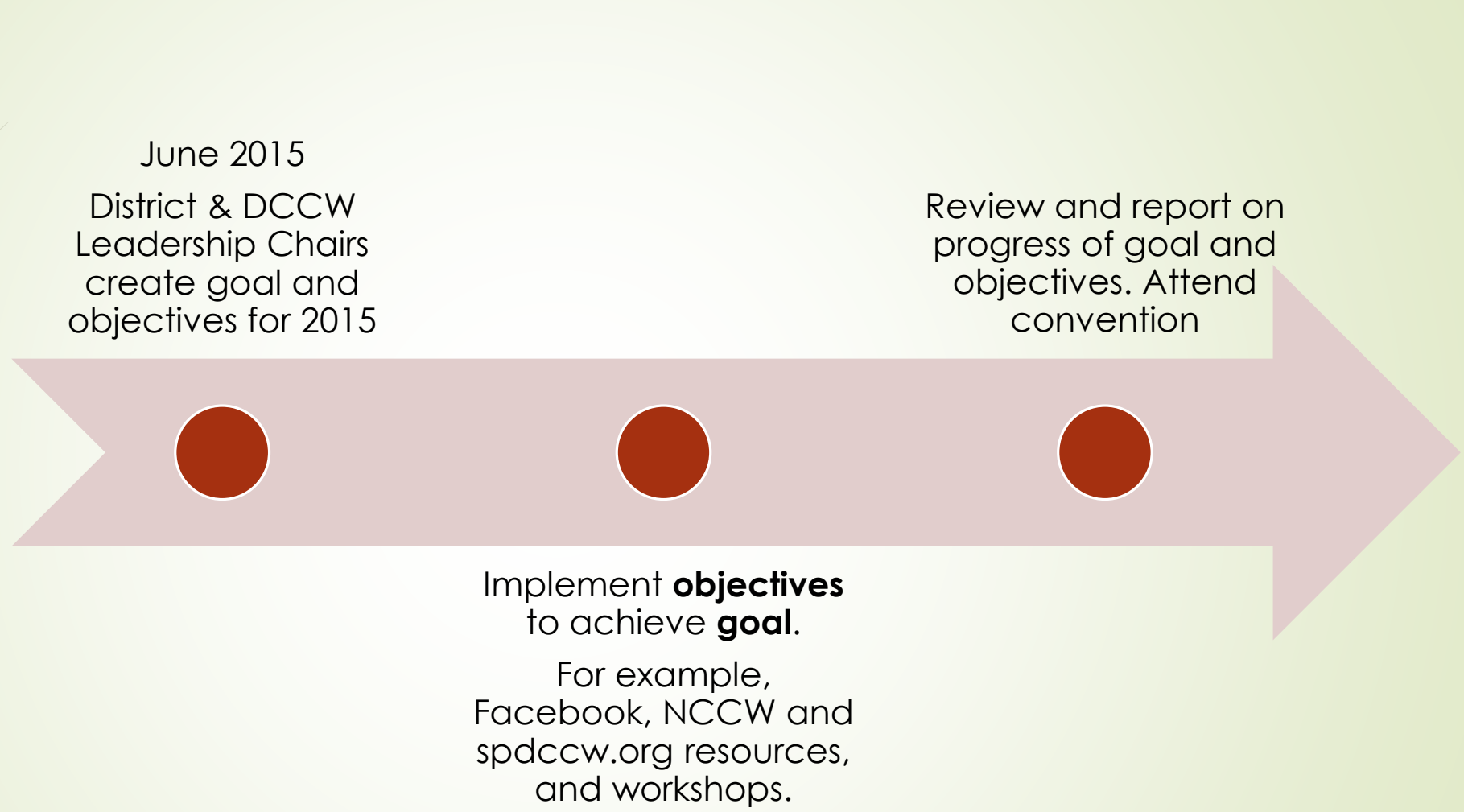


## **DCCW Leadership Commission Goal:**

By May of 2016 provide opportunities for organizational development and leadership resources for SPDCCW's 25 affiliations.

### **Objectives:**

1. Utilize a functioning process of communication with Affiliate Leadership Commissions
2. Provide organizational development
3. Enhance leadership skills
4. Make use Leadership matrix




June 2015  
District & DCCW  
Leadership Chairs  
create goal and  
objectives for 2015

Review and report on  
progress of goal and  
objectives. Attend  
convention

Implement **objectives**  
to achieve **goal**.

For example,  
Facebook, NCCW and  
spdccw.org resources,  
and workshops.



**What do I do? Help  
your president hold  
a meeting to set  
goals and objectives  
for the year.**

**Encourage  
members to attend  
meetings,  
workshops,  
conferences,  
conventions.**



**Encourage  
using  
resources  
such as:  
spdccw.org,  
nccw.org,  
Catholic  
Women,  
usccb.org**

**Review and  
evaluate  
activities  
and  
complete  
report for  
your  
District.**



## Leadership Matrix

- \*Leadership Training
- \*Flag ceremony
- \*Welcome
- \*Membership
- \*Hospitality
- \*Outreach/Invitation
- \*Follow-Up
- \*Membership Drives
- \*Programs
- \*Publicity
- \*Public Relations
- \*Pictures
- \*History Book
- \*Protocol
- \**Charity* Fundraising

\*Taken from DCCW matrix

# Important Resources

1. Go to **nccw.org** for relevant leadership downloads

**\*See “Leadership Commission Resources”**

[https://www.nccw.org/Public/Public/Commissions/Leadership Commission Resources.aspx](https://www.nccw.org/Public/Public/Commissions/Leadership_Commission_Resources.aspx)

2. Order NCCW Protocol Points [Booklet cost \$3.00]

[http://www.nccw.org/AnnualConvention/Shop/Public/Shop/Main Store](http://www.nccw.org/AnnualConvention/Shop/Public/Shop/Main_Store)

3. National Resources @ <http://nccw.org>

4. Visit **SPDCCW’s website** for important information <http://www.spdccw.org/>

# Like us on Facebook

@ SPDCCW Saint Petersburg Diocesan Council of Catholic Women



## Suggested Guidelines for Affiliation Leadership Commission Chairs



- You are responsible for leading the recitation of the Pledge of Allegiance during the opening of a meeting. “God before country,” the opening prayer will precede the pledge.
- Your name should appear on the agenda, next to “Pledge of alliance to the flag of the United States of American,” along with your position as Leadership Commission Chair.
- “The Pledge of Allegiance is not recited if a flag is not present. If after the opening ceremonies are completed a flag is brought in, the business should not be interrupted to say the pledge.”



## Suggested Guidelines for Affiliation Leadership Commission Chairs

(continued)

- Leadership Commission Chairs should prepare a **written report** to give at each business affiliation meeting. What goes in the report? Include meetings you have attended, as well as updates to the business you have attended as Leadership Commission Chair. A written report must be given to the affiliation recording secretary and you may give one to the First Vice President or as determined at your affiliation site.
- You are responsible for leadership training and should encourage members to attend convention, district meetings, workshops and promote [nccw.org](http://nccw.org) and [spdccw.org](http://spdccw.org) web sites.
- What else? Membership, mentoring, hospitality, publicity, pictures, programs and organizational undertakings are your responsibility OR whatever your affiliation First Vice President deems necessary. Affiliations are autonomous and decide what is best for their group.

## Gathering and reporting of leadership hours is crucial...

*What activities generate leadership hours?*

ATTENDING MEETINGS (DCCW, District, Affiliation, etc.)

HOSPITALITY (coffee & doughnuts, Lenten soup, Thanksgiving dinners, church picnic, annual tea, fish fry)

FUNDRAISING for CHARITY (religious store volunteer, pecans)

COMMUNICATION (telephoning, texting, writing, *SPDCCW* Facebook—“like” page and share with friends)

PICTURES (Facebook, history book) \*Share affiliation events on *SPDCCW* Facebook page

Use your discretion; decide as an affiliation what works best for you.

**NOTE:** All affiliation service hours (leadership, service, spiritually) are reported under one umbrella to the district level. \* Refer to District guidelines

## Response to Gospel Values

*Always follow and demonstrate Gospel values in your words, deeds and actions.*

As part of its mission, the National Council of Catholic Women responds with Gospel values to the needs of the Church and society in the modern world. Do your actions and deeds reflect what it means to be a Catholic woman? Are your actions and words helpful or hurtful?

- \*Respect for the life and dignity of each individual,
- \*Trust in God \*Honesty \*Compassion \*Forgiveness
- \*Mercy \*Community \*Servant Leadership \*Equality
- \*Simplicity \*Justice \*Peace

*Jesus, meek and humble of heart, make my heart like Thine.*

*...Still not sure of your job description as Leadership Commission Chair?*



- \* Attend district meetings, workshops, conventions, etc.
- \* Go online to **nccw.org** and **spdccw.org**
- \* Order Protocol Points from The National Council of Catholic Women at nccw.org or telephone (202) 682-0334 to order a pamphlet. [It would be unethical to copy pamphlets, as they are copyrighted.]
- \* Contact your District Leadership Commission Chair District First Vice President or Affiliation First Vice President
- \* PowerPoint and workshop handouts available by contacting Bernadette Gaudion @amicigaudion@aol.com



# NCCW Prayer to Our Lady of Good Counsel



O Lord of Heavenly Wisdom, Who has given us your own mother Mary to be our guide and counselor in this our life, grant that in all things we may have the grace to seek her maternal instruction and to profit by it in humility and love.

**O Mother of Good Counsel**, Patroness of the National Council of Catholic Women, help us to understand and fulfill the mind and will of your Divine Son, Jesus Christ. Under the blessing of the Father and by the power of the Holy Spirit, may we be responsible and intelligent daughters of the Church.

May we labor in the spirit of renewal to realize more perfectly the Kingdom of God here on earth as the only true preparation for our share in the Kingdom of Heaven. And may we, in all we think or do or say, be filled with the same love of God and neighbor that overflows from your own Immaculate Heart. Amen

# Leadership Commission Chairs



Carry out the *mission* of  
NCCW and SPDCCW