

CONSENT & ASSURANCE

LT. GOVERNOR'S DUTIES AND RESPONSIBILITIES

Prior to my election as Lieutenant Governor of this Division of the California-Nevada-Hawaii District of Kiwanis International (hereinafter referred to as the "District"), I have been fully informed of the Duties and Responsibilities of the office and understand them to be as follows:

Duties:

1. The Lt. Governor-Designate should attend the International Convention that immediately precedes the term of office as Lt. Governor.
2. The Lt. Governor-Designate should attend the District Convention and all scheduled training conferences prior to the term of office as Lt. Governor.
3. The Lt. Governor is elected by the Division delegates as provided in the District Bylaws. The term of office is from October 1 through September 30 of the following year.
4. The Lt. Governor is expected to make an Official Visit and Official Board Visit to all clubs in the Division.
5. The Lt. Governor shall complete and file all club visit and evaluation reports, and such other reports as are required by Kiwanis International and the District.
6. Should any club officer fail to participate in the scheduled leadership training, the Lt. Governor-designate will arrange for such training and/or provide it to such officer(s).
7. The Lt. Governor is expected to attend the Mid-Year Conference and District Convention during the term of office.
8. The Lt. Governor will cooperate with the Governor and the Trustee of the Region in promoting the programs of service, and District and Division Goals as set forth by the Governor.
9. The Lt. Governor shall not sign any contract or other document that obligates the District.
10. The Lt. Governor shall not sign any document that obligates the Division or any Kiwanis Club without first having obtained the advance approval of each club's Board of Directors of said Division or Board of Directors of said Kiwanis Club(s), respectively. The Lt. Governor agrees and understands that he/she is personally liable for any contract or other document that is signed by such Lt. Governor without first obtaining the advance approval of the District, Division or Club, as the case may be.
11. The Lt. Governor shall not sign any contract or other document that obligates the Division or Kiwanis Club, as the case may be, for a period of time longer than the term of office of such Lt. Governor.

I hereby acknowledge access to a copy of the District Policy Manual and District Bylaws and agree to review such Policies and Bylaws prior to the commencement of my term as Lt. Governor and to abide with such Policies and Bylaws. (Bylaws and Policies are available at www.cnhkiwanis.org.)

Division: _____ Club: _____ Name: _____

Signature: _____ Date: _____

Return to the District office within 14 days after election