

Membership Training and Development or MTD for short

Membership Training and Development (MTD) will be used in reference of supporting Membership Training AKA Workshops and Team Education through the collection of materials and assembly of coaching/teaching teams capable of distributing the materials and giving context to their information and purpose they serve. Membership Training is a subset of MTD, using the output of MTD. Membership Training and Development is the process of creating curriculum and associated materials and finding members that are able to convey or communicate the information effectively. MTD needs it's own budget for materials production to fulfill its purpose.

Does your Detachment, Districts and Squadron invest in your skill-set for the purpose of drawing you in and keeping you an active member?

Are they securing the success of reaching and surpassing current goals?

What goals are you pursuing and are they aligned with your Squadron/District/Detachment's purpose of supporting the Four Pillars within your Post/District/Department?

Do you have resources readily available for those who want to learn more and therefore contribute more?

Do you have your successor trained and feeling able to assume the new responsibilities? Many of these needs can be trained and some require experience in the Office or position. Having the framework in place need not consume large amounts of time or money, but merely needs your attention more now than in the past.

What should you have or start with first is unique to your Detachment's size in Squadrons and membership. Some materials are readily available through National and some you may need to create for the specific issues you have locally.

To start the process of thinking about and planning for the growth (or lack of) and needs of the membership, we present these topic areas for additional thought by your Detachment in the following.

- 1 Membership Record Manual: Training members to process new members; to know the membership requirements; to understand the issuance of the cards and what administrative efforts are required.
- 2 Squadron/District/Detachment/National Officer duties & responsibilities.
- 3 Programs and charities of The American Legion, to learn more and participate in the local/state and national levels of these programs and efforts.
- 4 Administrative requirements at each level. Who handles what and can help with a situation that falls outside of the norm?
- 5 What is the next step of SAL's growth and how do we get there...is there a road map to help? This entails creating a Business Plan, which includes a SWOT analysis (**S**trengths, **W**eaknesses, **O**pportunities & **T**hreats).
- 6 What successes do other Squadrons/Districts/Detachments have that may lend to our needs? Sharing ideas and experiences. What is needed to facilitate this change?
- 7 Where are the resources for creating and verifying the materials are correct and true?
- 8 What talent do we have to help our membership grow in capability and find greater successes?
- 9 Where do we want to be in the next year? And the year after that? Where do want to be in the next five years?
- 10 Is the education effort in harmony with the Sons, The Legion and The Four Pillars?

Each Detachment should listen to their Membership, Squadron and District levels and define Membership Training and Development for their future.

The Detachment can make plans to accommodate those needs. This is MTD. MTD is what you make of it in support of the Mission.

There is strength in numbers and there is strength in the Power of Knowledge. Using what you have to greater effect is what MTD delivers.