

Your duties to your District.

In addition to Zone, you may be called upon by your Branch to attend a District convention.

Following your term as President, you may be offered a role on the District council. Seldom is a District officer appointed to council without some experience at Zone level. Such appointments are rare and should be thought of as very high praise of your work in your Branch. Don't be intimidated, study, ask questions, seek advice and be prepared.

Your future as an officer in Legion.

Many opportunities await you. The experience you have gained as a Branch President may be called upon not only by your Branch but by other Branches or Commands. Often Branch Past Presidents will be asked to serve on complaint committees, Branch advisories or on boards of management. Such appointments can be difficult and time consuming. Be patient with those involved. While your attendance at these functions will be tough on you, be assured it will be much more difficult on the Branches, executive and members involved.

You may ultimately be elected to higher office in Legion. The skills and abilities you have demonstrated over the years, as well as the manner in which you represented your Branch will be remembered.

Whatever your goal, remember that our veterans, past present and future, their dependants and others, are depending upon you. **GOOD LUCK.**

For a more detailed description of your duties and responsibilities as a Branch Immediate Past President, please refer to one or more of the following:

The General By-Laws	700101
Ontario Command By-Laws	* E33101
The Legion Officers Manual	* E33102
Ladies Auxiliary By-Laws	* E33105
Ritual & Insignia Manual	700103
Rules of Procedure	700105
Membership Manual	700340
Honours and Awards	700214
Sports Guide	700249
Public Relations Manual	700315
Service Officers Handbook	700319
Chaplains Manual	700321
National Honours	700324
Real Property Development	800992
Poppy Manual	* 200134
Speakers Guide and Facts	* 200283
Legion Act to Incorporate	

The above are available from Dominion Command with the exception of those noted (*) which are available only from Ontario Command.

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**ROYAL
CANADIAN LEGION**

**ONTARIO
COMMAND**

**Training and Organizational
Development Committee**

Branch Officers Series

**The Branch
Immediate Past President**

Congratulations,

On completing your term(s) as President of your Branch. Now before you plan your vacation remember that you are still a member of the Executive of your Branch.

This brochure has been designed to offer tips and ideas that will enable you to continue to serve your Branch in this new and important role. Your experience and guidance will be of great value over these next terms. Officers and members alike may look to you over the next while for advice and guidance.

The information contained in this brochure is intended as an overview of your duties and responsibilities. On the back are listed the names and order numbers of various manuals which are available to you and the other officers of your Branch.

At Your Installation, You were thanked by your Branch for your efforts as Branch President and reminded of the experience you have accumulated. You were charged with a continuing responsibility toward your Branch.

You will need to remember that while you have gained much knowledge you are no longer the chief executive officer of your Branch. Over the next few months you will want to make decisions, particularly on programs or ideas you may have had a hand in developing over the past years. Remember that soft words and firm guidance will have a greater affect than pushing and bullying.

The future of your Branch continues to rest in your hands. You have an

opportunity to affect that future by being an effective role model for your Branch officers.

Your duties to your Branch.

The previous sections have outlined many of the important duties and responsibilities you will encounter during this term. This section will outline other more general duties.

Chances are you have worked with the new Branch President over the past years, so you have already established a working relationship. If you have not or if the Branch President is relatively new, your patience may be taxed to its limit. Your continued support of the Branch and its programs may conflict with the new Presidents plans and intended direction. Take a moment to have a private talk with the new President and offer your assistance. Invite the President to share his/her ideas and plans for the coming term. Be careful not to be too critical.

Other officers of the Branch will be affected either positively or negatively by how well you and the new President work together. As the most senior officers of your Branch you and the President must remember to lead by example.

In many Branches the Immediate Past President may hold any one of several important offices within the Branch. Finance Committee Chairman or Meeting Chairman is 2 examples. While acting on behalf of the Branch in any capacity, you are reminded that impartiality and self-control are expected at all times. As outlined earlier you are reminded that your

new role as Immediate Past President does not provide any direct authority to you.

You may wish to ask the new Branch President for permission to assist in mentoring new members or officers of your executive. Again your patience may be needed as limits are tested and inexperience may cause them to err. Their fresh ideas and unique ways should not be overlooked or dismissed.

There will be times when you will be called upon to settle disputes. Your abilities as a leader will be tested to the limit at this time. Be sure to remain impartial. Take time to discuss the issues with all parties before making a decision. When unsure, discuss the issue with those members of your Branch who may have experience, such as past Presidents

Your duties to your Zone.

Your duties to your Zone are now few following your term as President. Of course you can and should take advantage of every opportunity to represent the Branch at these important gathering. Your experience will be of great value, particularly when considering past or ongoing issues.

In many cases Branch Past Presidents are asked to chair a committee at Zone level. Consider this as recognition of your term as President. The chair to which you are appointed may involve aspects of Legion you have not yet studied. Review the material available; seek the guidance of the commander or another experienced comrade. Always remember that while you represent Zone, your actions will continue to be a reflection upon your Branch.