



LEADERSHIP DEVELOPMENT COURSE

Grand Lodge Committee on Leadership Services F. & A. M. New York

PROGRAM PLANNING

Successful programs in any field of endeavor, whether it be plays, musicals, sports, conventions, seminars, operas, etc., are only accomplished through hard work, cooperation, teamwork, practice and rehearsals. First is required planning. It should be obvious that a successful program must be planned long in advance of the occasion. Secondly, it stands to reason that effective programs are not the product of one or two people.

The Master of a lodge should be challenged to provide a year of consistently good programs. Planning and designing interesting and appealing programs and activities takes time, thought, people and imagination. It is never too early to plan for a full year of lodge programs and activities. But it should never be done alone. The more time to plan and the more people involved, the more ambassadors are enlisted to promote the programs and the lodge.

The "24 Inch Gauge" is an excellent source for program ideas. Attention should be given to **Chapter I, Chapter II, Chapter III, and Chapter VI**. In addition Chapters V, VI, and VII respectively list quizzes, programs for tiled meetings and programs for open meetings. Sources for **Videos & More** are listed in Appendix A. These will give the officers and program committees ideas and step-by-step procedures to conduct effective programs.

Program committees should provide programs that **Excite, Interest, Educate, Inspire** and turn **On** the brothers and guests. Vision and imagination by the Master and the committees will produce such programs. The material in the 24 Inch Gauge is only the starting point to help with programming.

Here are some winning programs that have worked to improve lodge attendance and enthusiasm for Freemasonry:

- * Establish a schedule for every brother in the lodge to give a 3 to 5 minute talk at a lodge meeting. Have one of these talks given at each meeting--whether it be tiled or open to the public. Do not limit the topics chosen (except to omit any on religion or politics). Be aware that some brothers may need a suggestion for a topic. Help them find research material. The program committee should be their resource and helper. Above all, do not limit the talks to those who attend regularly. Assign talks to those who stay away. They may want to talk about why they don't come to lodge.
- * Have a degree conferred by sideliners, or by another lodge or lodges, or by the Past Grand Lodge officers of the district.
- * Have pre-lodge dinners or a dinner between first and second sections of a degree.
- * Have a Table Lodge -- these have become very popular



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- * Schedule visiting nights with other lodges and/or districts.
- * Conduct short, well organized business meetings limited to ten or fifteen minutes, maximum. Do not use lodge time to conduct committee work. This encourages brothers to stay away from lodge meetings in droves.

Of equal importance to proper planning and implementing of programs is to publicize the events to the members, to other lodges and to the public--for open meetings. The finest programs and activities will prove useless if they are not accompanied by this message: **INCLUDE, INFORM AND INVITE** the members of the lodge and the district and the community. Last minute notices are practically useless. Again, publicity is not a one person operation. Use lodge officers, lodge notices, District newspapers, flyers, telephone committees, verbal announcements, personal notes and any other means available to the area.

BIBLIOGRAPHY

"The 24 Inch Gauge." Chapter I, Chapter II, Chapter III, and Chapter IV.

For additional Reading: "24 Inch Gauge." Chapters V, VI and VII.

For source material: "24 Inch Gauge." Chapter VIII and Appendix A.

Notes: