



Leadership Training Resource

Leader Information

Name: _____ School: _____ Grade: _____

Chapter Goals

Identify three goals that can help your chapter achieve the Best Buddies mission and vision. What would you like to see the chapter accomplish this year? How can you contribute to these goals and achieve success for your chapter?

Goal #1: _____

How I will help: _____

Goal #2: _____

How I will help: _____

Goal #3: _____

How I will help: _____

General Expectations of the Leadership Team

All members of the leadership team are responsible for the following:

Communicate consistently with all Best Buddies staff	Work with advisors to plan monthly events
Attend all state trainings, including the Leadership Training Day	Update the BBO chapter portal with events and photos
Support and monitor all friendship matches	Help complete and submit forms & resources on BBO
Ensure friendship updates are submitted online	Take attendance at meetings/activities
Serve as a model member in meeting the Best Buddies mission	Assist with set up and clean up at meetings/activities
Attend all chapter events, on or off campus	Other:
Attend all monthly officer meetings	

Meetings

It is recommended that members of the Best Buddies leadership team meet with their advisor(s) at least once per month. These meetings can be before school, after school, or directly before or after a chapter meeting/activity. The leadership team should decide as a group when to hold officer meetings.

Officer meetings will be held _____ on _____ at _____.
Location Day Time

Leadership Pledge

I, _____, pledge to fulfill all of my duties as a member of the leadership team to the best of my abilities, to attend all group activities and officer meetings, and to do my best to meet the goals established by my chapter.

Signature: _____ **Date:** _____