



Kin Canada
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The Club Health Assessment

A Tool for Building Stronger Clubs



CLUB HEALTH ASSESSMENT - OVERVIEW

The Club Health Assessment is intended to be a club-driven tool for Kin Canada clubs. The assessment serves multiple purposes, outlined below.

Open & Honest Dialogue

First and foremost, this tool helps facilitate open and honest dialogue among all club members surrounding the performance of the club across multiple domains, all of which are an aspect of overall club health and success.

Identification of Strengths & Areas for Improvement

Through completing the assessment, clubs will have an opportunity to review and identify areas of strength for the club as well as areas where improvement may be required.

Club Planning

This assessment will help identify key areas where the club may wish to focus some of their effort for improvement in the upcoming year, and assign specific responsibilities to key individuals.

Club Support

This assessment may help identify specific Kin Canada resources beyond the club level (Zone, District or National) which may be of benefit to the club. This may be identified at the club level, or through discussion with the Deputy Governor regarding how to address specific club needs.

Monitor Progress

This assessment allows clubs to compare their overall club health on an annual basis, tracking areas where they may have seen improvement or a decline.

District Awareness

When shared through the Deputy Governor, it provides a detailed snapshot of club health across the District. This allows the District to be more proactive in providing club support where needed, or to identify particular resources that may benefit multiple clubs in a particular area or across the entire District.



HOW TO COMPLETE THE DOCUMENT

- Assign a facilitator (normally the club president, but it could be an individual external to the club if you prefer);
- Set aside time on the agenda OR have a special meeting / social gathering to do the exercise;
- Have your club secretary (or alternate) take notes;
- Start Part I, read the first question and let the discussion flow;
- Continue to do the same with the remaining 8 questions;
- Use answers from Part I to complete Part II, identifying top three strengths and top three areas in need of improvement; and
- Move on to Part III where the discussions will be focused on identifying three club action items that help address the areas in need of improvement.

After the document has been completed ensure that all information from evaluation is properly recorded and signed off by club president (or alternate), club secretary (or alternate) and submitted to deputy governor based on the timeline below.

Timeline	Task	Individual Responsible
April - May	Provide Club Health Assessment to club and inform them that evaluation will be completed at a club meeting in May. Provide completed Club Health Evaluation from past year for members' review.*	Club President
May - June	Complete Club Health Assessment. Complete year-end review on Club Action Plan (Part III) for the past year.*	Entire Club
Prior to June 30 th (each year)	Submit completed Club Health Assessment to Deputy Governor for their records.	Club President
July – August	Review all submitted Club Health Assessments for their Zone and discuss any potential resource supports identified within Club Action Plan (Part III).	Deputy Governor
September	Reach out to club presidents to have an initial discussion regarding their Assessment.	Deputy Governor
October – December	Review Club Health Assessments with clubs during their official visit and discuss possible support resources where applicable.	Deputy Governor
January	Complete mid-year progress column within Club Action Plan (Part III).	Entire Club
January – March	Conduct follow ups with clubs as required.	Deputy Governor

*Not applicable this year as it is the first year clubs will be completing this exercise.



PART I - CLUB HEALTH SUMMARY

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
1. Club Environment The general sense of enjoyment the members are feeling in the club.	Club regularly experiences infighting and members are often uncomfortable expressing views and perspectives in front of others.	While not occurring on a regular basis, several instances of infighting and club conflict occur throughout the year.	Club environment is positive with active participation by most members. No significant infighting occurs and any instances of conflict which arise are rare and quickly dealt with by the club.	Club environment is extremely positive. All members are active with high energy both at the beginning and end of meetings.
Rating	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
2. Club Cohesion The decisions of the club are supported by its members and the membership is engaged in club activities.	Very few members are actively engaged in the activities of the club. There is little to no support for the club executive and / or there is little recognition within the club that the members are a team.	A majority of members are engaged in club activities; however, a recognizable number are not regularly involved. Decisions of the club are sometimes supported by all members, but many decisions are not supported by the club as a whole.	Close to all members are engaged in club activities and decisions of the club are generally supported and rarely an issue among the team.	All members are actively engaged in club activities and provide unwavering support to decisions being made by the club. Members have a strong sense of pride in both being a member and belonging to the club.
Rating	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
3. Club Administration Clubs are able to conduct the business of the Club to Association Standards.	Club is not aware of Association Standards, or has made an active decision to not conduct their business to Association Standards.	Club is aware of Association standards and generally tries to adhere to them, though little active efforts are made.	While a few gaps may exist, the club incorporates Association standards into their operations wherever possible.	Association Standards are a key element of the club's foundation and they are regularly reviewing their operations to ensure all standards are being fully adhered to.
Rating:	Comments:			



Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
4. Club Financial Health The overall financial health of the club.	The club is in significant financial distress and is unable to meet required commitments for the upcoming year.	While the club is not experiencing immediate concerns, its financial health is not on solid ground and could become a significant issue in the next year if not rectified.	The club is in good financial health and is meeting all requirements without issue.	The club is in excellent financial health and is actively looking to expand its operations in the community.
Rating:	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
5. Club Service The level of club involvement with respect to community service projects and fundraising.	The club performs little to no service in the community.	The club has a few small projects throughout the year. However, service is not viewed as an important part of the club. The club does not have any community partnerships.	Service projects are scheduled throughout the year and the club has a number of community partners.	The club is conducting service work and / or projects on a monthly basis and has relationships with a wide range of community partners.
Rating:	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
6. Club Recruitment & Retention Overall ability of club to recruit new members and retain current roster.	There is no visible effort from the club to recruit new members / retain current members.	While the club may encourage members to bring in guests, there are no activities to support recruitment or retention throughout the year.	The club schedules a few recruitment focused events throughout the year and holds an open dialogue with members surrounding retention.	The club has a membership strategy used throughout the year which includes a variety of recruitment and retention-related activities.
Rating:	Comments:			



Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
7. Club Integration Integrated into business of the Association and actively uses resources which exist beyond the club level.	The club has little to no interaction with Association operations beyond the club level.	The club has some interaction beyond the club level, but mainly from a social standpoint or in situations where support is needed to deal with major club issues.	The club participates in a number of events and may use resources beyond the club level on an ad hoc basis.	Integration into the larger Association is viewed as a key element of the club, and the club is actively involved in the larger Association. They actively use resources available to support their club.
Rating:	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
8. Club Strength Overall capacity of club members to fulfill executive positions and lead projects effectively, delivering results.	Overall club performance is weak and only a few members within the club possess the required skills or experience to move it forward. There is little interest in improving the overall efforts of the club.	The club still has significant struggles but has seen improvement in the past year and is actively working towards strengthening its operations.	The club is doing well and has a good number of members who possess the required skills to lead the club.	The club performs extremely well and is viewed as a leader within its region / across the Association.
Rating:	Comments:			

Category	1 – Poor	2 – Fair	3 – Good	4 – Excellent
9. Club Member Development Level of club's commitment to member development through training and mentoring.	The club provides no educational seminars at club meetings and has no mentoring program.	The club has developed or used Kin Canada training seminars (such as New Members Educational Seminars) and mentoring programs but are only used occasionally.	Club provides both training and mentoring but does it occasionally or when time permits.	Club provides training on a regularly scheduled basis. It ensures that mentoring is in place for new members and members that assume leadership roles in the club.
Rating:	Comments:			



PART II – CLUB STRENGTHS / AREAS TO IMPROVE

Please indicate three top three strengths of your club, along with three areas where active improvement would be the most beneficial for club operations.

Club Strengths	Areas in Need of Improvement
1.)	1.)
2.)	2.)
3.)	3.)



PART III - CLUB ACTION PLAN

Club Actions	Support Required (Club, Zone, District, National or External)	Club Lead	Mid-Year Progress to Date (November-January)	Year End Review (May-June)
1.)				
2.)				
3.)				

Date: _____

Club President (or alternate): _____

Club Secretary (or alternate): _____