

Organizing Your Presidency

1. Begin with “scriptural” references

- a. DC 64: 33-34 (Be not weary of well-doing)
- b. DC 84: 106 (Strong help weak)
- c. Quote from Worldwide Leadership Training, June 2003, President Hinckley—**See bracketed area on first attachment.**
- d. Emphasize that a key to success is using your counselors, secretaries and quorum members. Do not be afraid to ask members to help accomplish the Lord’s work.

2. Personal preparation reminder—to fully succeed in a Church calling, one must be guided by the Spirit. To feel the Spirit, one must live righteously, read the scriptures and prayerfully seek the Lord’s will.

3. Review pages 306 & 307, Gospel Teaching & Leadership, Church Handbook of Instruction—**See bracketed areas on second attachment**

- a. Give a copy of the extract to trainees
- b. Read bracketed sentences and briefly discuss as desired
- c. Discuss the 5 delegation steps. Emphasize the key points. Stress using specific assignments and target dates of completion. Follow-up. Follow-up.

4. A possible delegation scheme

a. Assign each member of the presidency to be responsible for one of the 3 missions of the Church. For example, the President takes the lead in missionary work, the first counselor takes temple work and the second counselor does perfecting the saints. Any arrangement will work. Select the one that best fits your different strengths. Ensure that each person knows his responsibilities (see first training session notes).

b. Divide home teaching routes among presidency and perhaps secretary. Each should be responsible for obtaining home teaching results each month, for conducting PPIs with assigned home teachers, and for reporting information to the president.

c. The secretary is responsible to record assignments and follow-up. Discuss use of assistant secretaries.

d. Call a good(or potentially good) teacher from the quorum.

5. Proposed monthly schedule

- a. 1st—5th. Do catch-up home teaching and complete the reporting process.
- b. 8th—14th. Conduct PPIs, especially those who did not complete home teaching during the previous month.
- c. 15th—21st. Hold expanded presidency meeting.

d. 22nd—28th. Visit families. Develop a plan to visit all assigned families in the quorum annually. Divide assignments so visits are made in pairs, if necessary. Welcome new members into the quorum. Visit families with needs.

e. 29th—EOM. Gather home teaching reports, report pertinent information to bishop, and organize catch-up home teaching.

f. Each Sunday—conduct a short presidency meeting to review scheduled activities for upcoming week.

6. Develop and use agendas for presidency meetings. “A gathering of the presidency without an agenda is not a meeting; it’s a visit.” **Review sample agenda at third attachment.**