



THE AMERICAN LEGION OF IOWA DISTRICT COMMANDER ORIENTATION & DEPARTMENT LEADERSHIP SCHOOL

DISTRICT COMMANDER ORIENTATION – FRIDAY, JUNE 2, 2017

The District Commander Orientation will be held at Department Headquarters, 720 Lyon St., Des Moines, Iowa from 10:00 a.m. to 4:00 p.m. Lunch will be provided. This session is for 2017-2018 District Commanders and 2017-2018 Candidates for Department Commander.

Incoming District Commanders should bring their District Commander cap and uniform (coat and tie) to have their photos taken for the Iowa Legionnaire. You are also encouraged to bring a vehicle with enough cargo space to pick up your membership materials.

At the orientation, you will receive the membership cards and roster for each Post in your District. You will also be given Officer Guides, Adjutant's Manuals, Membership Manuals, and other materials for each Post in your District.

DEPARTMENT LEADERSHIP SCHOOL – FRIDAY, SATURDAY, SUNDAY – JUNE 2-4, 2017

The Department Leadership School will be held June 2-4, 2017 at the Holiday Inn Downtown, 1050 Sixth Avenue, Des Moines, Iowa. The school will run on Friday evening from 7:00 p.m. to 9:00 p.m.; Saturday from 8:00 a.m. to 4:00 p.m., and Sunday from 8:00 a.m. to 11:00 a.m.

The Department will cover the cost of six (6) attendees per District, one of which should be the incoming District Commander. This includes room (based on double occupancy), course materials, continental breakfast on Saturday and Sunday, and lunch on Saturday. Department will not reimburse attendees for any mileage or per diem.

Endorsed candidates for Department Commander, Department Vice Commander, National Executive Committeeman (NEC) and Alternate NEC are also invited to attend at Department expense. Candidates for Department offices are in addition to the six allocated for each District.

Spouses and significant others are discouraged from accompanying you. You will be required to double up in the hotel rooms to minimize expenses. Any attendee requesting his/her own room will be required to pay entire room charge + tax.

Additional attendees from each District are allowed, but will be required to pay for lodging. The Department will assist those attending at own expense with finding roommates to help reduce cost of attendance.

To register, complete the Registration Form or register online at:
http://www.ialegion.org/dept_leadership_school.htm

REGISTRATION DEADLINES

- Newly elected 2017-2018 District Commanders must submit the **List of Authorized Attendees** for your District before **May 10, 2017**.
- Individual **Registration Forms** are due no later than **May 15, 2017**.