



Department Commissions & Committees

The American Legion, Department of Iowa

The Commission & Committee structure of The American Legion, Department of Iowa, is designed to involve an increased number of Legionnaires in the affairs of the Department.

More involvement will:

- Develop leadership in the department.
- Increase activity at local levels through internal communication and contact.
- Enhance the image of The American Legion.

Commissions/Committees of the Department of Iowa

Finance Commission

Internal Affairs Commission

- Strategic Planning Committee
- Membership Committee
- Training Committee
- Sons of The American Legion Committee
- American Legion Riders Committee

National Affairs Commission

Veterans Affairs & Rehabilitation Commission

- Health Administration Committee
- Veterans Benefits Committee

Convention Commission

Americanism Commission

- Community Service Committee
- Children & Youth Committee
- Scouting Committee
- Baseball Committee
- Oratorical Contest Committee
- Junior Shooting Sports Committee

Legislative Commission

Marketing Commission

- Promotions & Revenue Enhancement Committee
- Media & Communications Committee

Authorization:

- Commission and Committee structure is outlined in the Department Operating Structure
 - Number of members & appointment procedure
 - Responsibilities
 - Authorized meetings
 - Other authorizations and/or directions
 - Reimbursement
- Proposed annually by the Department Finance Commission
- Approved annually by the Department Executive Committee

Members & Appointment Procedure

- By nature of the position (Finance Commission)
- Determined by the District (Membership, Oratorical, Convention)
- Appointed
 - Appointed by Department Commander
 - Ratified by the Department Executive Committee

Responsibilities

- Some descriptions in the Department Operating Structure are very specific.
 - Training Committee
- Some descriptions are very vague.
 - Strategic Planning Committee

Resources for clarification

- Department Commander
- Department Staff (Headquarters & Service Office)
- Members of your Commission/Committee
- Commission/Committee Budget
- Department Calendar
- Experienced members of the Department

Know your responsibilities

A white downward-pointing arrow with a grey shadow, indicating a flow from the first step to the second.

Create a timeline

A white downward-pointing arrow with a grey shadow, indicating a flow from the second step to the third.

Adhere to deadlines

Set goals

A white downward-pointing arrow with a grey gradient, indicating the flow from the first step to the second.

Develop a plan

A white downward-pointing arrow with a grey gradient, indicating the flow from the second step to the third.

Communicate your goals & plan

Communicating with your Commission/Committee

Email

Conference
Calls

Zoom or
Teams

In-person
Meetings

Communicate with our Members

Electronic
Newsletter

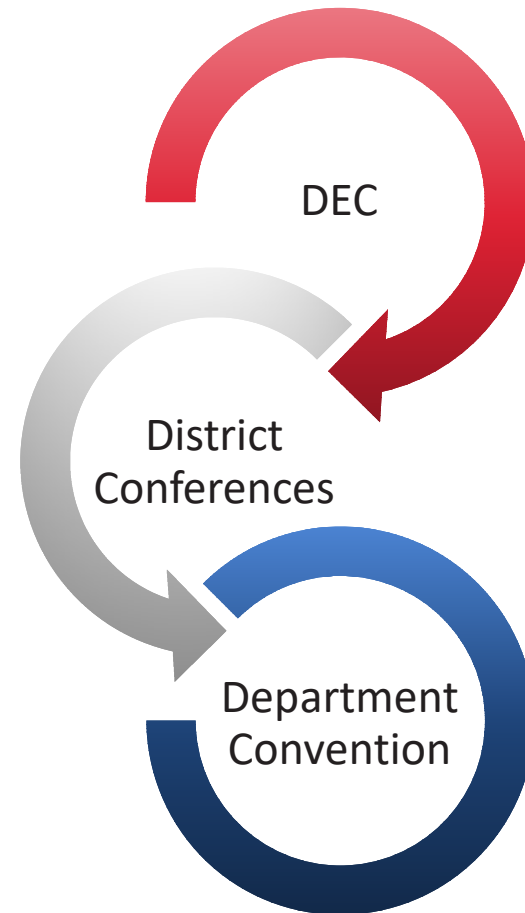
Iowa
Legionnaire

Social
Media

Department
Website

Report your activities

- Department Executive Committee – A written report of your activity should be submitted to each meeting of the DEC.
- District Conferences – Submit information to the district conferences regarding your activities
 - District Chairs
 - Headquarters Report
- Department Convention
 - Summarize activity for the year
 - Present awards to recipients





QUESTIONS?