

# Successful Officer Transitions:

## Website Materials

All materials are found at [www.peointernational.org](http://www.peointernational.org) The directions shown below are not direct links but paths to follow to find the documents.

### Outline of Yearly Meeting for Local Chapter Officers

Resource Library: Local Chapter Officers/President/Local Chapter President Forms

### IOLC (Instructions to Officers of Local Chapters)

Resource Library: Local Chapter Members/Manuals and Handbooks (Click on specific office)

### List of Supplies for Officers

Resource Library: Local Chapter Officers/President/List of Supplies

### Retention Record

Included in IOLC

### “Local Chapter Officer Training”

Resource Library: Local Chapter Officers/Local Officer Training (Click on specific office)

“A Workshop: P.E.O., the SMARTI Way” and “Goals, Strategies, and Tactics” (includes SMARTI Goal Template)

Resource Library: Leadership Development Resources/Productivity

“Successful Officer Transitions” (includes Chapter Trends Assessment)

Resource Library: Leadership Development Resources/Officer/Committee/Board Development