

Moose Required Training



Basic 2-Section, Hands-On Technical Training (Basic 2-HOTT) Class

Who Needs It?

Administrator, Chapter Treasurer, Moose Legion Secretary



How Often Do They Need It?

Administrator – Within 6 months of taking office and while in office a 2-HOTT Class is required every 3 Years

Chapter Treasurer - In-person each year they are attempting Honors and every 2 Years while in office

How Can They Take the Class?

Administrator or Moose Legion Secretary – In-person or virtual with a live instructor

Chapter Treasurer – In-person or virtual with a live instructor while attempting Honors and additionally online website for other than Honors

What is the Class About?

This class teaches the basics of how to use QuickBooks Online (the primary financial record system) and LCL Web (the primary membership database and report system)

Lodge Leadership Class

Who Needs It?

Moose Lodge Officers

How Often Do They Need It?

Within 60 days of becoming an officer of the Lodge and every 3 years if the person remains a Lodge officer

How Can They Take the Class?

In-person or online website

What is the Class About?

This class teaches the basics of what a Lodge officer needs to understand

Annual Women of the Moose Training (WOTM Training)



Who Needs It?

Moose Chapter Officers

How Often Do They Need It?

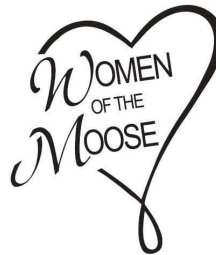
Every year by October 31st

How Can They Take the Class?

In-person

What is the Class About?

This class teaches the basics of what a Chapter Officer, Chapter Committee Chairman and Chapter member needs to understand



Administrator School

Who Needs It?

Administrator and Assistant to the Administrator

How Often Do They Need It?

Within 6 months of taking office and while in office required every 3 years

How Can They Take the Class?

In-person or virtual with a live instructor

What is the Class About?

This class teaches the basics of what an Administrator needs to understand

Moose Legion Educational Conference (MLEC)

Who Needs It?

Moose Legion Officers, Area Managers and Ambassadors

How Often Do They Need It?

Moose Legion Officers – Within 60 days an officer of the Moose Legion and every 3 years if the person remains a Moose Legion Officer

Area Managers and Ambassadors – Within the year prior to assuming office

How Can They Take the Class?

In-person or virtual with a live instructor

What is the Class About?

This class teaches the basics of what a Moose Legion officer needs to understand



Moose Legion Secretary's Educational Conference (SEC)

Who Needs It?

Moose Legion Secretary

How Often Do They Need It?

Within 1 year of becoming a Moose Legion Secretary and every 3 years if the person remains a Moose Legion Secretary

How Can They Take the Class?

In-person or virtual with a live instructor

What is the Class About?

This class teaches the basics of what a Moose Legion Secretary needs to understand