

Department of California



Son of The American Legion Commission

Structure and Communications Plan

Purpose

The purpose of this plan is to have a structure with in the Advisory aspect of the Sons of the American Legion in our department for communications, passing of information, and training.

Structure Chart

National Headquarters
Department Headquarters
Department S.A.L. Commission
District (County) Advisor
Squadron Advisor

The Plan Goals

1. S.A.L. Commission Members to obtain correct contact information (phone, address, and email) to all Post Commanders, District and Squadron Advisors in their areas.
2. Have an advisor for every district that currently has squadrons.
3. Build a relationship and professional communications with all Advisors. This is so that they know that there is help.
4. Commission member to conduct trainings in their areas for the Advisors and members of the American Legion Family to include squadron leadership.
5. Contain a working relationship with Local Area Vice Commander and assist in growing and supporting the program by working with Legion Leadership through the communications with the district and squadron advisors.

The Plan

1. S.A.L. Commission Members to obtain correct contact information (phone, address, and email) to all Post Commanders, District and Squadron Advisors in their areas.

Objectives:

- a) The S.A.L. Commission Chair (chair) will provide the Certification of Squadrons Officer contact list to S.A.L. Commission Members.
 - b) The Department Adjutant shall provide and updated list of all commanders of the area, district and post level to the chair.
 - c) The chair will disperse the commanders contact list to the members by area.
 - d) Commission Members shall confirm the contact information provided.
 - e) Commission Members will report back to the Commission Chair on progress and a confirmed list of contacts.
2. Have an advisor for every district that currently has squadrons.

Objectives:

- a) Members will contact District Commanders that have squadrons to ensure that there is a District S.A.L. Advisor.
 - i. This is to assist in communications and support of the program. It can also assist in the promotion of new Squadrons and the forming of an S.A.L. District entity.
 - ii. This is to include Districts that do not have the proper number of Squadrons to host a District structure.

3. Build a relationship and professional communications with all Advisors. This is so that they know that there is help.

Objectives:

- a) Establish communications via phone and email with District and Squadron Advisors
 - b) Find out needs of the District, Post, and Squadrons
 - c) Reason: to show support and pass communications when needed.
4. Commission member to organize trainings in their areas for the Advisors and members of the American Legion Family to include squadron leadership.
 - a) After the establishment of communication identify the type of training that may be provided to further grow the Sons Program.
 - b) This is to include Advisor Training, membership training (paper work and development of a membership plan, etc.), basic Finance training, how to run a meeting, etc. This may also be an item to do an introduction of S.A.L. program to new prospective Districts, Posts, and Squadrons.
 - c) Organizing does not mean that the Member needs to do the training. Other individuals that have done training in the past can do the instruction. The Detachment of California have experienced trainers and a budget to assist with the trainings.
 5. Continue to a working relationship with Local Detachment Area Vice Commander and assist in growing and supporting the program by working with Legion Leadership through the communications with the district and squadron advisors.
 - a) This may involve the Commission Member to teach and mentor the Area Commander.
 - b) If problems arise, include the commission use the structure of communication to solve the problem.
 - i. This may include lack of membership, internal problems, and training in identified areas.

Conclusion

This is a working plan. As long as Commission does not violate the Constitution, By-Laws, policies. and normal operating traditions we will grow the program. The American Legion Family will grow also. The Sons of The American Legion is an asset to The American Legion and therefore a positive direction for the whole organization to be successful.