**Checklist Zonta Godmothers**

The idea:

An experienced Zontian takes care of a new joiner, she acts like a Godmother for the new Zontian.

She teaches her the goals and organization of Zonta, and at all levels, starting with her own club and ending with ZI.

We are convinced, this will help to integrate new Zontian better and faster and to nurture ZONTA internal and personal development. In this way, the godchild quickly learns how to effectively contribute herself, her ideas and her wishes to Zonta.

How it works:

With the help of the clubs the D28 Mentoring Team matches the pairs or – the most easiest way – the clubs themselves form the pairings.

Beside offering this checklist, the D28 Mentoring Coordinator of your Area is always ready to help or to answer question.

List of things to be discussed (can be expanded as you see fit).

* General structure of Zonta International (Club – Area – District – Zonta International and Zonta Foundation for Women) (see ???)
* What is the Zonta Biennium (starts with convention, 2 years,…)
* Zonta International
	+ Mission and vision of ZI
	+ How many members in how many countries belong to ZI
	+ The history of ZI (see [https://www.zonta.org/About\_Us/Zonta\_History/](https://www.zonta.org/Web/About_Us/Zonta%20_History/Web/About/ZI_History_Home.aspx?hkey=530651eb-9ca5-4817-8bdc-7dc54674fcac))
	in German see <https://zonta-union.de/node/14001>
	+ The International Service Projects (see [https://www.zonta.org/Our\_Programs/International\_Service\_Projects](https://www.zonta.org/Web/Our_Programs/International_Service_Projects/Web/Programs/International_Service_Projects_Home.aspx?hkey=0f2cc1c6-6d4d-4b4a-b7c3-a71b81356527))
	+ Differences between Zonta International and the Zonta Foundation for Women
	+ Zonta International partners and where ZI holds General Consultative Status
	+ How the International Board composed and how is it elected
	+ What is a Convention?
	+ Opportunities to contribute myself (working in an international committee) and / or my ideas (motion at convention)
	+ You are travelling to a foreign country? Possibilities to locate and contact Zontians in other countries
	+ How to get an account for [www.zonta.org](http://www.zonta.org) and how to use it
	+ What are the ZI Bylaws
	+ Other Manuals?
* District
	+ What is a District in general, how is the board composed and elected
	+ Which countries and cities belong to our District 28
	+ What is the District Conference?
	+ Which committees and awards has our District
	+ The History of our District
	+ The District Manual (see <https://www.zonta.org/My_Zonta/Governance/Manuals>)
	+ …
* Country specific associations
	+ Why do we have these structures?
	+ For A02: Union Deutscher Zonta Clubs ([www.zonta-union.de](http://www.zonta-union.de) )
	+ For A03: ???
	+ For A04: Union der Zonta Clubs in der Schweiz und Liechtenstein ([www.zonta.ch](http://www.zonta.ch))
* Areas
	+ Area Board composition and elections
	+ Area Meetings
	+ Area activities, projects
	+ visiting other clubs
	+ …
* Clubs
	+ General information about the structures, the board and the committees
	+ For the special club: meetings / activities / special charity programs
	+ The statutes of the club
	+ Possibilities to get involved in the club
	+ The Club Manual (see <https://www.zonta.org/My_Zonta/Governance/Manuals>)
	+ …
* E-Clubs
	+ Belong to the District directly, not to an Area
	+ How do they work?
	+ Which e-clubs do we have (Italy, Switzerland)
* Golden Z Clubs
	+ Info where to find?

Helpful:

The Leadership and Structure website of ZI: <https://www.zonta.org/About_Us/Leadership_and_Structure/>