

**Tool Kit**

Skål International is the largest Global Tourism Organisation. The organisation is highly dependant on a highly skilled volunteer network around the world.

It is important that all Club Presidents and their committees around the world are well informed on all aspects of Skål. The success of Skål relies on our club’s volunteers and the work carried out at local level.

This “Tool Kit” has been compiled to provide all Clubs an easy information piece to assist with all operation areas of Skal International. Over the years, a lot of procedural documents have been written and uploaded to ensure Presidents and Committees have access to all the necessary information to successfully run Skal in their regions/city/town.

New Presidents and committees do not always receive the necessary handover they require to run their clubs and it can seem over-whelming. This “Tool Kit” is designed to direct you to necessary information.

The following documents are regularly updated and provide all the information you require – simply press on the link.

* [Corporate Identity Manual](https://www.skal.org/sites/default/files/media/Public/Web/PDFs/Corporate_Identity_manual.pdf)
* [Social Media Policy](http://skal.org/sites/default/files/media/Restricted/MOA/Documents/en/rrpp/social-media.pdf)
* [President's Manual](https://www.skal.org/sites/default/files/media/Public/Web/PDFs/Presidents_Manual.pdf)
* [P.R. Manual](http://skal.org/sites/default/files/media/Restricted/MOA/Documents/en/rrpp/PR_Manual.pdf)
* [P.R. Action Plan](http://skal.org/sites/default/files/media/Restricted/MOA/Documents/en/rrpp/p02.pdf)
* [P.R. Guidelines for Clubs](http://skal.org/sites/default/files/media/Restricted/MOA/Documents/en/rrpp/pr_guidelines.pdf)

**MEMBERSHIP DEVELOPMENT FUND**

A self-explanatory Membership Development Fund has been set up to assist clubs with Membership Development – we encourage all committees to brainstorm for ideas to increase membership. We will be publishing successful club events in the Skal International e-News to assist.

Link to the membership Development information is below

* [**MEMBERSHIP DEVELOPMENT OVERVIEW**](https://www.skal.org/en/fo-mdf)
* [**MEMBERSHIP DEVELOPMENT APPLICATION FORM**](https://form.jotformeu.com/80603314494352)

**FLORIMOND VOLCAKERT FUND**

This fund has been put in place for Skålleagues in trouble financially – Please see the link below

* [**FLORIMOND VOLCKAERT OVERVIEW**](https://www.skal.org/en/fo-fvf)
* [**FLORIMOND VOLCKAERT FUND APPLICATION FORM**](https://www.skal.org/en/fo-fvf-application)

This document is a work in progress and we will be expanding it – in time