

**2025-2026 American Legion Auxiliary
Department of New York
Leadership**

Department Leadership Chairman

Lucille Mozzillo

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Purpose: The purpose of the Leadership Committee is to better equip members to serve in leadership positions with confidence and skill.

Raise awareness of ALA leadership development opportunities.

- Attend American Legion Auxiliary Mission Training:
 - Watch for event announcements in *Auxiliary* magazine, ALA emails, and social media for dates and locations.
 - After Mission Training, share the information you received with your unit, district/county, and department.
- **Attend leadership conferences/workshops within your district/department.**
- Participate in ALA Academy courses.
- Be aware of ALA leadership opportunities in your community:
 - Speak to other community organizations about veterans' support.
 - Speak to high schools about veterans to develop your own leadership abilities.
- **ALA Unit Member of the Year Award:**
 - Nominate a fellow unit member for Unit Member of the Year.
 - Open to senior members who are not currently, nor have ever been, in an elected or appointed leadership role higher than unit president.
 - Follow your department's procedures for submitting nomination.
- **Leadership Certificate Program: (More details to come.)**
 - Members complete requirements below and a project and receive a Certificate of Completion.
 - Members participate in a mock meeting to gain experience leading a meeting.
 - A member shares a leadership idea at each meeting based upon the Leadership Committee's theme of the month.
 - Officers are paired with mentors for questions and support — at least quarterly communication.
 - Chairs are partnered with other members to help learn the ALA's programs.
 - Documented proof of completing at least two ALA Academy courses during the administrative year.
 - Hold one community-based program to build leadership skills.
- **Promote participation in the ALA Academy.**
 - Log into the MyAuxiliary member portal at <https://member.legionaux.org/member/memberprofile>
 - Go to the ALA Academy.
 - Available courses include many topics – leadership, communications, mission outreach, etc.
- **Enhance knowledge about ALA history, programs, and organization.**
 - Attend district/department training sessions/workshops.
 - Participate in Mission Training — this is a one-day, interactive conference geared toward learning more about the ALA's core programs and deliver our mission.
 - Download/purchase and become familiar with the:
 - Unit Guide Book

- Constitution & Bylaws
- Department Operations Guide
- Parliamentary Procedure
- And other ALA guide books available to enhance your knowledge of and promote our organization.

DEPARTMENT LEADERSHIP AWARDS

Department Award Rules

- Entries must be typed, double spaced, not to exceed 1,000 words.
- Word count in lower left corner of cover sheet unless otherwise noted under award instructions.
- Entries must be in narrative form and placed in a folder.
- Pictures, newspaper clippings and other materials and/or documents may be included.
- All entries must include a cover sheet with the name of the award entry, name of the Unit/County/District, name, and address of the Unit/County/Chairman.
- Entries must be received by the Department Chairman no later than MAY 1st unless a different date is specified.

THE KAREN ST. HILAIRE AWARD: To the **Unit** Leadership Chairman who submits a written report of the most outstanding accomplishments through leadership in her Unit during the year. The narrative must include the number of senior and junior members in attendance at each program.

THE PRICILLA IMBURGIA AWARD: To the Senior member that participates at the County level showing leadership; encouraging membership; promoting good will among members and demonstrating a commitment to "Service Not Self." Members are NOT to have served in an elected office beyond the County level. County/Unit to submit a nomination of members to include a 1,000 words or less written nomination of the qualifying reasons in support of the nomination.

Junior Award: To the **junior** member who exemplifies the best leadership role model at the **Unit or County** level.

MID-WINTER AWARDS/CERTIFICATES - PRESENTED AT MID-WINTER

MID-WINTER AWARD: *to the **Unit** with the most first-time attendees at the Mid-Winter Conference. For a Unit to be eligible, the Unit President must attend (although not be a first-time attendee herself).*

Self-Paced Courses: **All of the courses are on the ALA National Website**

Self-paced courses you can take from any device. These are designed for you to take whenever you have time with no need to pre-register.

ALA 101: Member Orientation — Provides a history and overview of the ALA. Explains who we are, what we do, and why we matter. You'll learn how the ALA has a significant impact on our country through service to veterans and their families and how your dedication and commitment will contribute to the ALA's mission.

ALA Diversity, Equity & Inclusion — *ALA Diversity, Equity, and Inclusion* was created to help our members recognize biased language and performance bias and implement strategies to overcome them; identify and properly use interrupters to create a more inclusive and welcoming environment for all; and demonstrate the ability to coach others on the importance of inclusion and equity within ALA.

ALA Branding – Provides an overview of branding and explains how the Auxiliary’s brand impacts the reputation and overall mission of the ALA. You’ll learn why brand loyalty is critical to the ALA’s future and discover ways to build brand loyalty.

ALA Communication Methods — Explains how ALA National Headquarters uses various electronic communication methods to provide your department (state) and unit with information and resources to help carry out the Auxiliary’s mission. Discover how various social media platforms can be used to promote awareness about the ALA.

Unit Fundraising and American Legion Auxiliary Foundation Grants — Provides an overview of planning, marketing, and executing a successful fundraiser for your unit. You’ll also learn about the four types of grants awarded by the ALA Foundation and become familiar with the application process.

Introduction to Conflict Resolution — Examines the benefits and costs of conflict and explains common causes of conflict. You’ll learn the difference between conflicts and complaints and identify effective strategies to minimize complaining and resolve conflict in a professional, positive, and proactive manner.

ALA Leadership: Living Our Motto of Service Not Self — Defines leadership as a mission mindset and explains core competencies of effective ALA leaders. Gives an overview of how to develop your own personal leadership proficiencies. You’ll create a personal leadership development plan that will help you grow as a leader who works toward the ALA mission and inspires others to help move the mission forward.

The Academy also has a course specifically designed for Junior Members:

ALA Juniors E-Learning Course is designed with younger members in mind. Juniors will learn about the purpose of the program, how to excel as leaders, tips for speaking to groups, and much more.

MISSION TRAINING

Would you like to learn more about working the mission of the American Legion Auxiliary? Would you like to network with national leaders and other members in your district who share your passion and enthusiasm for helping our veterans? During this 1-day conference, you’ll be inspired while learning more about working the ALA’s core programs in an interactive and fun environment. Many of the American Legion Auxiliary Mission Outreach programs will be covered during this conference.

Is Mission Training Right for you?

- Yes - if you are interested in meeting members and national leaders outside of your local area who share your passion for helping veterans!
- Yes - if you want to share great ideas with other members across the country or renew your enthusiasm for our mission!
- Yes - if you find yourself growing more involved and you don’t know where to turn for the information you need, or you have been doing the same activities for years and you want a fresh approach!

205-2026 ALA Mission Training & National Junior Meetings

November 15: Albany

November 15: Minneapolis

January 31: Las Vegas

January 31: Indianapolis *

February 7: Atlanta *

*Events will be held with The American Legion National Information Conference and the SAL Regional Meeting. Registration will open for all events on August 27.

2025-2026 NATIONAL LEADERSHIP AWARDS

Deadlines and Submission Requirements

All award submissions must include a narrative (either a PDF or Microsoft Word document) explaining why the department or unit you're nominating should receive the award. The narrative can also be the department chair's report. You may also upload other supporting documentation that will give the committee a full picture of the important mission work your department or unit has accomplished this year. These files can be photos (JPG, JPEG or TIFs -- no larger than 14MB) or PDF documents. If you have more than three supporting files, please email the committee email address listed in the form.

National Awards Form Link: <https://www.legion-aux.org/National-Awards-Form>

Unit Member of the Year Award

Recognizes those serving at the unit level who exemplify the values and ideals of the Auxiliary and whose accomplishments significantly impact the program work in their units.

- **Deadline: June 1**
- All entries must be received by National Headquarters by 5 p.m. EST on the deadline listed above.
- *Please note: Members should follow instructions from their department. Units should send their nominations to their department.*

Unit Award: Most Outstanding Unit Leadership Program (per division)

- All entries must be submitted via electronic form by 5 p.m. EST on **June 1**.
- Note: You will receive a confirmation when your award is submitted.

Department Award: Best Department Leadership Program (per division)

All department entries must be submitted via electronic by 5 p.m. EST on **June 1**.

Note: You will receive a confirmation when your award is submitted.



Leadership Committee Award Entry Form

UNIT MEMBER OF THE YEAR AWARD

A Unit Member of the Year from each department will be recognized annually at the American Legion Auxiliary National Convention.

Requirements:

- 1. Open to senior members who are not in an elected or appointed leadership role higher than unit president.***
- 2. Each department may submit only one entry. Units must submit a narrative of 1,000 words or less describing the nominee's accomplishments and activities together with the nominee's name and address.***

<i>Nominating Department:</i>	
<i>Dept Leadership Chairman Information</i>	
<i>Name:</i>	
<i>Address:</i>	
<i>Email:</i>	
<i>Telephone Number:</i>	
<i>Nominee Information</i>	
<i>Name:</i>	
<i>Address:</i>	
<i>Email:</i>	
<i>Phone:</i>	
<i>Nominee's Unit Name and Number:</i>	

<i>Form must be completed and submitted to Department Leadership Chairman May 1, 2026.</i>	
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**Send to Leadership Chairman:
 Lucille Mozzillo
 1874 State Route 385
 Athens, NY 12015
 C: 518-335-9197
 E-mail: nyalaleadership@gmail.com**



**LEADERSHIP COMMITTEE
“UNIT MEMBER OF THE YEAR NOMINATION FORM”**

Deadline for entries, May 1, 2026 - Please Print

Unit Name _____ Unit # _____

County _____ District _____

Unit
President _____

Address _____

President’s Cell # _____ Home # _____

email _____

“Unit member of the Year”

Nominee’s name & Member # _____

Cell # _____ Home # _____ email _____

Nominee’s background, eligibility, years of membership, involvement & notes of interest

List nominee’s accomplishments & activities during this administrative year 2025-2026

Read & follow rules carefully, you may add an attachment if needed.

Signature of Unit President

Signature of Unit Secretary

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2025-2026 UNIT LEADERSHIP REPORT FORM

REPORTING DATES November 1, 2025 March 1, 2026 May 1, 2026

Name: _____

Address: _____

Phone: _____ Email: _____

Unit: _____ County: _____ District: _____

_____ **Unit does not have a Leadership Chairman**

Number of Unit Leadership Training Sessions held _____

What topics were covered in these training sessions?

Did you hold training on "nurturing a culture of goodwill"? YES _____ NO _____

Did your Unit use Leadership material from the Department Website? YES _____ NO _____

Number of Senior members that completed the ALA Academy Courses _____ (LIST NAMES of members, UNIT AND COURSES watched ON BACK OF THIS FORM)

Number of Junior members that completed the Junior Leadership Course _____ (LIST NAMES ON BACK OF THIS FORM)

Senior members who attended Mission Training in Albany, NY on November 15, 2025 (LIST NAMES ON BACK OF THIS FORM) Total _____

Number of Junior members who attended the National Junior Meeting I Albany, NY on November 15, 2025. Total _____ (LIST NAMES ON BACK OF THIS FORM)

Are you promoting "Unit Member of the Year" _____yes _____no

Value of the volunteer hour is \$34.79. _____hours members volunteered

Impact Numbers

4. Our Service Representing the ALA in Our Community

Impact Report Line #	For any service not included in Sections 1-3	Obtain Total From	Total
Line 19	Total number of hours	* Hours members volunteered	
Line 20	Total dollars spent	* Value of Donations	\$

**Please send a copy to the County Leadership Chairman
Keep a copy for your records**

2025-2026 COUNTY LEADERSHIP REPORT FORM

REPORTING DATES: November 10, 2025 March 10, 2026 May 10, 2026

Name: _____

Address: _____

Phone: _____ Email: _____

County: _____ District: _____

_____ **County does not have a Leadership Chairman**

Number of Leadership Training Sessions held by: Unit Level _____ County Level _____

What topics were covered in these training sessions?

Number of training sessions held on "nurturing a culture of goodwill":

on the Unit level _____ on the County level _____

Was Leadership material from the Department Website used? _____

By # of Units? _____ By your County? _____

Number of Senior members that completed the ALA Senior Academy Courses. _____

(LIST MEMBER NAMES, UNIT AND COURSES NAMES ON BACK OF THIS FORM)

Number of Junior members that completed the Junior Leadership Course _____

(LIST NAMES AND UNIT # ON BACK OF THIS FORM)

Senior members who attended Mission Training in Albany, NY on November 15, 2025

Total members _____ **(LIST NAMES AND UNIT # ON BACK OF THIS FORM)**

Junior members who attended the National Junior Meeting in Albany, NY on November 15,

2025. Total members _____ **(LIST NAMES AND UNIT # ON BACK OF THIS FORM)**

Are your units and county promoting "Unit Member of the Year" _____ yes _____ no

Value of volunteer hour is \$34.79 Total hours members volunteered _____

Impact Numbers

4. Our Service Representing the ALA in Our Community

Impact Report Line #	For any service not included in Sections 1-3	Obtain Total From	Total
Line 19	Total number of hours	* Hours members volunteered	
Line 20	Total dollars spent	* Value of Donations	\$

Send a copy of the County Report to the Department Leadership Chairman

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