

BC/YUKON COMMAND
The Royal Canadian Legion

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November 28, 2025

TO: All Branches
For Information of Members of Command Executive Council

FROM: Michelle Courtney, Executive Director, BC/Yukon Command

SUBJECT: Upcoming Branch Executive & Service Officer Training

Memo 70.25

As many branches transition into a new executive term, BC/Yukon Command will be offering training sessions to support both new and returning executives members and volunteers. These workshops will cover essential information to help prepare for the upcoming term ahead. Both online and in-person training sessions will be available over the coming months.

Training Schedule

Service Officer Training

Date: Monday, December 8, 2025

Location: Zoom

Times: 10:00am - 11:30am & 6:00pm - 7:30pm

Topics: Branch Service Officers, disability claims, and benevolent funds, followed by Q&A

New Branch Executive Training (Part I)

Date: Tuesday, December 9, 2025

Location: Zoom

Time: 6:00pm - 7:00pm

Topics: Legion governance, by-laws, and policy fundamentals, followed by Q&A

New Branch Executive Training (Part I)

Date: Tuesday, December 16, 2025

Location: Zoom

Time: 10:00am – 11:00am

Topics: Legion governance, by-laws, and policy fundamentals, followed by Q&A

New Branch Executive Training (Part II)

Date: Tuesday, January 13, 2026

Location: Zoom

Time: 6:00pm - 7:00pm

Topics: Branch financial management, introduction to developing policies, procedures and house rules, followed by Q&A

New Branch Executive Training (Part II)

Date: Tuesday, January 20, 2026

Location: Zoom

Time: 10:00am – 11:00am

Topics: Branch financial management, introduction to developing policies, procedures and house rules, followed by Q&A

Legion Training (in-person)

Date: Saturday, February 7, 2026

Location: Legion Branch #10 Nanaimo – 129 Harewood Rd, Nanaimo, BC

Time: 1:00pm – 4:00pm

Topics: To be announced

How to Register

All workshops are free and open to all Legion members. To register, please email info@legionbcyukon.ca to confirm your spot.

If you have any questions, please contact the BC/Yukon Command office directly at (604) 575-8840 or via email info@legionbcyukon.ca.

Sincerely,

Michelle