2.3 OUTBOUND TEAM MEMBER INFORMATION FORM

ROTARY FRIENDSHIP EXCHANGE – DISTRICT 5080

The D5080 Rotary Friendship Exchange Committee made a decision in the spring of 2010 to no longer fill outbound teams on a first come- first serve basis. Criteria have been identified that will be used to assess application for team membership. The intention is to provide more opportunity for new membership on teams and to stimulate the interest for hosting amongst clubs in the district.

Submit this completed form to: Brenda Balahura, RFE Chair, brendabalahurarfe@gmail.com

A. Procedures:

i) A Call for Expression of Interest for Team Members will be issued and sent to all D5080 Rotarians. A date will be stated in the Call of Interest by which all applications must be submitted to the Chairperson of the Rotary Friendship Committee. When the application period closes, the applicants will be evaluated based on the points system below. After evaluations are completed the applicants will be informed of their appointment to the team.

Within one week of notification of appointment to the team, the successful applicants must submit:

⬚ a maximum 200 word biography in an electronic format,

⬚ a head and shoulders picture in an electronic format, and

⬚ a non-refundable per person team deposit of $100 per participant(s) to secure their place on the team.

ii) The District RFE Chair or District Committee designate will appoint a Team Leader for outbound and inbound teams.

iii) Inbound Itineraries will be set by the Chair of the RFE in D5080 based on the requests of the incoming Team and the locations of the members of the Outbound Team. **ALL PARTICIPANTS SHOULD BE WILLING TO ACT AS INBOUND CO-ORDINATOR FOR THEIR CLUB AND THEIR CLUB SHOULD BE WILLING TO HOST THE RECIPROCAL INBOUND TEAM.**

iv) Whenever possible, based on applications submitted within the guidelines of (i), participants will be selected based on the point system and will include 60% Rotarians on a first time exchange and 40% Rotarians who have participated in previous exchanges in order to provide an experienced Team Leader and Assistant Team Leader.

v**) ROTARIANS MAY APPLY FOR ANY EXCHANGE IN ONE ROTARY YEAR, ONCE APPOINTED TO A TEAM THEY WILL NOT BE ELIGIBLE FOR ANY OTHER EXCHANGE IN THAT ROTARY YEAR UNLESS THE TEAM IS NOT FILLED BY OTHERS.** If submitting more than one application, applicants should indicate their Exchange preferences.

B.The Point System

i) Points will be given for roles in hosting of teams or doing RFE related work.

ii) Points will be taken away if applicants have participated on an RFE in the past Rotary year.

iii) **Points will only be given for hosting and related work completed in the LAST 5 YEARS therefore, years must be specified or the points will not be counted.**

iv) Points will be given for other D5080 participation as noted in Part D of this form.

C. Personal Information required so that Rotarian(s) can be contacted. From here on this application is to be filled in and returned electronically before the closing date specified on the "Call of Interest" email.

i. Name of Exchange Applied for and Dates: _____

ii. Rotarian's Name: _____ Spouse's Name: _____

iii. Mailing Address:_____ Postal Code: _____

iv. Street Address: _____

v. Telephone: (Home) _____ (Office) _____(Cell)_____

vi. Fax:_____ E-mail: _____

vii. Rotary Club: _____ Classification: _____

viii. Number of years in Rotary _____

D. Points**: DATES MUST BE GIVEN TO ENSURE COUNTING OF POINTS –LAST 5 YEARS ONLY**

1. **ROTARIANS MAY APPLY FOR ANY EXCHANGE IN ONE ROTARY YEAR BUT ONCE APPOINTED TO A TEAM THEY WILL NOT BE ELIGIBLE FOR ANY OTHER EXCHANGE IN THAT ROTARY YEAR UNLESS THE TEAM IS NOT FILLED BY OTHERS.** Rotarians may apply for another international team in the same Rotary year in case it is not filled but a deduction of 2 points will be given. 1 minus point will be given for having been on an International Team in the past two Rotary years. **NO POINTS WILL BE DEDUCTED FOR "LOCAL" OUTBOUND TEAM MEMBERSHIP** (exchanges held in Canada or USA). List previous Rotary Friendship Exchange Outbound Team Membership and **dates and destination of exchanges**

Rotary year	Destination of Exchange	Date of Exchange
JULY 1, 2017-JUNE 30, 2018		
JULY 1, 2016-JUNE 30, 2017		
JULY 1, 2015-JUNE 30, 2016		
JULY 1, 2014-JUNE 30, 2015		
JULY 1, 2013-JUNE 30, 2014		

2. Previous Inbound Team Home-Stay Hosting of Rotary Friendship Exchange Team (**Identify name of inbound team and dates**.) (1 point for hosting up to 4 points)

INBOUND TEAM	DATES HOSTED

3. Previous Additional Hosting Responsibilities for Inbound Rotary Friendship Exchange Teams. **Identify name of team and dates.** (1 point for transportation host, 1 point for hosting a group meal, 1 point for special event coordinator, may be multiples in categories to maximum of 4 points.)

INBOUND TEAM	DATES	RESPONSIBILITY

4. History of leadership with local or district Rotary Friendship Exchange Committee (one point only for each): **Identify name of team/committee if needed, and dates for all items**

i. Member of own Club Friendship Exchange Committee._____

ii. District Committee : _____

iii. Team Leader for Outbound Exchange: _____

iv. Assistant Team Leader for Outbound Exchange: _____

v. District Coordinator for Inbound Team: _____

vi. District Assistant Coordinator for Inbound Team: _____

vii. Local Coordinator for Inbound Team: _____

viii. Local Assistant Coordinator for Inbound Team: _____

ix. . Past District Governor of D5080: _____

x. Coordinator for VTT or RYE: _____

xi. Host of RYE student or VTT (**please identify name and dates within last 5 years**) _____

xii. Major role in home club (i.e. Executive Member, Committee Chair other than RYE or RFE), **please specify role and year(s**) _____

xiii. Sustaining member of the Rotary Foundation _____

5. I would be interested in serving on the District Rotary Friendship Exchange Committee:

          YES_____   NO_____