

**2017-18**  
**Rotary Club of Flint**  
**Committee Assignment Preference Form**

The structure of the Rotary Club of Flint outlines three overarching areas in which members may volunteer their skill set(s) and talents to operate and maintain the organization. The areas of Membership, Operations and Service each include several committees for club members to consider. Please print your name on the line below and then review the committee lists and **select 3 committees that are of most interest to you, numbering them in order of interest.**

*\*\* Please return your completed form to Club Administrator, Amy van der Putte by 08/04/17. \*\**

NAME \_\_\_\_\_

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**Membership** — The Membership group shares responsibility for member recruitment, orientation and development, the Club's history, member welfare and social events and sports.

- **Membership Development:** focused on recruiting new members to the club
  - **New Member Orientation:** conducting orientations and initial guidance to new members
  - **Social Events & Sports:** help coordinate events for club members, including the golf outing
  - **Classification:** determines most appropriate classification for prospective members
  - **Qualification:** ensures proposed members meet the qualifications for membership per the By-Laws of Rotary International and the Rotary Club of Flint
  - **Website:** help to maintain the club website with items of interest
  - **Club Welfare:** communicates with club members who are ill, have an ill family member, etc., through cards and phone calls
  - **Club History:** maintains historical records of the club
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**Operations** — The Operations group shares responsibility for elections and meetings, , speakers and public affairs.

- **Elections:** manages the election process for club officers, including nominations.
- **Sergeant-at-Arms:** assists at meetings with lottery, control media (when present) and levies fines on Rotarians. Help to maintain order at the meetings
- **General Fellowship:** coordinates various functions for club members to volunteer during their birthday month
- **Special Speakers:** Selects and coordinated special speakers
- **General Program:** arrange speakers for all of the Friday meetings
- **Newsletter:** responsible for publication of electronic newsletter
- **Public Relations:** responsible for communicating with the media about newsworthy club activities

**Service** — The Service work group shares responsibility for community outreach including the RI Foundation, World Community Service, Scholarships and Tomorrow's Leaders.

- **New Projects/Audit & Review:** solicit, review and recommend community projects for club funding
  - **Scholarships:** in charge of selection process for scholarships offered to local high school students, support for the Dyslexia Center and support for the arts
  - **Food Bank Services:** coordinates hands-on service project for the first Saturday of each month at the Food Bank of Eastern Michigan
  - **Rotary International Foundation:** promote the importance of the RI Foundation to club members and encourage individual support
  - **World Community Service:** review and recommend international projects
  - **Seminar for Tomorrow's Leaders:** assists in coordination sending local high school students for annual seminar in Canada
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## **President's Liasons/Special Committees**

- **Literacy:** assists with local and area wide Literacy projects such as book sorting at the Flint Public Library
- **Disaster Relief:** coordinates assistance in the case of a crisis which impacts people locally, regionally or worldwide to provide funds, supplies or recovery operations
- **Rotaract:** Recruits college students at the local universities to form a Rotaract club
- **InterService:** Organizes annual meeting of local service clubs in November
- **Board Development:** Assists the board with training or organization