



Rotary Club of Ankeny Mentoring Check List

When mentoring a new Rotary member, please use the following checklist to help develop and orient the new member into the club:

- Invite the new member to sit with you at the next weekly meeting
- Introduce the new member around the table
- Have the new member move to various tables each week
- Get the new member scheduled to greet at an upcoming meeting
- Bring the new member to a board meeting
- Invite the new member to be the Sergeant at Arms
- Invite the new member to go with you to the next social event
- Discuss the make up policy and the opportunities available for making up meetings
- Explain the various committees and help the new member choose a committee
- Meet with the new member and explain the club rules
- Involve the new member in upcoming service projects
- Encourage the new member to invite prospective members to Rotary
- If possible, invite the new member and their spouse to lunch to discuss any/all of the above

Please know that the key to their future participation in the Rotary Club of Ankeny is early involvement along with a sense of belonging and contribution. Your help is appreciated in this effort.