

The Rotary Club of Rochester Board Position Job Description

Board Position: Club Activities Director

Length of Term: 2 years

Incoming Packet: Job Description

The Club Activities Director focuses on strengthening fellowship and ensuring effective functioning of the club. The role of the Club Activities Director is to provide fellowship during the meetings and other initiatives to assure an overall welcoming atmosphere. Social events throughout the year help engage Rotarians in the spirit of Rotary and in the ideal of Service Above Self. The role of the Club Activities Director can most effectively be accomplished by appointing member leadership for each of the areas below. It is the role of the incoming Director to secure Rotarians to serve in each of these positions during his/her board year and to ensure that they are fulfilling their responsibilities throughout their term.

Around the World Benefit: Co-chairpersons are recommended for this biennial fundraising event taking place during even numbered years. A committee of volunteers is needed to coordinate the venue, menu, decorations, auction, and finance of this fundraiser.

Family Picnic: Annual Club fellowship event taking place each summer. Occurs outside of regularly scheduled Rotary meetings.

Golf Outing: The Rotary Club of Rochester coordinates and hosts this combined Rochester Rotary event which includes golf, social hour, dinner, and prizes at a local golf club.

Social Events: Coordinate social hours, Fireside Chats, and picnics.

Committee responsibilities

- Benefit Committee
 - Member
 - Biennially
- Ad Hoc member of any subcommittee reporting through Club Activities

Board responsibilities

- Attend board meetings and participate in discussion and decisions
- Attend and support Rotary Club of Rochester events

Individual Leadership Development

- Attend District training for Board leadership at District Conference in April (attendance encouraged)
- Participate in District training specific to your role