



How to start a Rotary Interact club in Rotary District 5810:

- **Step 1: Rotary Club Planning (Rotary Club Action)**
 - Identify a Rotarian Advisor.
 - Read through Interact information.
 - Interact Handbook.
 - Interact Guide for Sponsors & Advisors.
 - Interact Suggested Constitution & Bylaws.
 - Interact Certification Form.
 - Contact District Interact Team for questions.

- **Step 2: Interact Club Planning (Rotary Club Action)**
 - Recruit Your Student Leader as Club Founder.
 - Identify a student with the following qualities:
 - Servant-Leadership
 - Heart of Giving
 - Perseverance
 - Organization
 - Low Hanging Fruit: RYLarians!
 - Recommendations:
 - School: Principal, Counselor, Teachers
 - Rotary: Kids, Grandkids, Church Youth, Scouts
 - Overview why should I start a new club with your club founder.
 - Bigger than yourself:
 - 20,372 Interact Clubs
 - 468,556 Interactors
 - 159 countries with Interact clubs
 - You are not alone:
 - School support & Faculty Advisor
 - Rotary support & Rotarian Advisor
 - Interactors will learn the importance of serving their local and global communities and developing strong leadership quantities and time management skills.
 - Interactors will learn how to be diligent and dedicated and will realize the merit of teamwork and self-confidence.
 - Interactors will make lifelong friendships and aspire to inspire those around them.
 - Interactors will have opportunities to hone their leadership skills, develop a passion for community service, and partake in a wide range of memorable experiences such as the Leadership Summit & Spring Fling.



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Step 3: School Planning (Student Action)

- Recruit the Faculty Advisor.
 - Explain Interact is a community service club.
 - Monthly general membership meetings.
 - Monthly board of director meetings.
 - Methods to identify potential faculty advisors:
 - Face-to-Face: Old teachers, current teachers, ask friends.
 - Ask for principal, counselor & other teacher recommendations.
 - Email every teacher in your school and select from interested ones (last resort).
- Recruit for initial club members.
 - RYLarians, Friends, NHS, AVID, STUCO
- Identify & complete your school procedure for starting a new club.

Step 4: Charter new club with Rotary International (Rotary Club Action)

- Complete Rotary Interact Certification Form.
 - Complete with Faculty Advisor information.
 - Obtain Rotary club president signature.
 - Obtain Rotary District Governor signature.
- Email completed form to Rotary International at interact@rotary.org

Step 5: Schedule Interact Orientation Meeting (Student Action)

- Identify Interact Orientation Meeting Time & Date.
 - Coordinate with Club, Faculty Advisor & Rotarian Advisor.
 - It is suggested that this is scheduled out 30 days for Step 6.

Step 6: Initiate Nomination Process (Rotary Club & Student Action)

- Rotarian Advisor contacts the Faculty Advisor.
 - Overview Rotary & Interact
 - Explain your Rotarian Advisor role.
 - Explain the nomination process.
- Rotarian Advisor builds nomination pool.
 - Similar to Camp RYLA process.
 - Contact all teachers for each grade.
 - Ask for nominations of the specific grade taught by the teacher.
 - Send explanation email
 - Follow-up with a phone call or voicemail.
 - Request that nominations be sent to Rotarian Advisor.
- Self-Nominations
 - Club members recruit friends.
 - Club member advertises for recruits.



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SAMPLE NOMINATION REQUEST EMAIL

Hello <Teacher>,

I am a member of the <NAME> Rotary Club. I am also the Rotarian Advisor for the <HIGH SCHOOL NAME> Interact Club. I know that you are very busy but I am asking for your help. <HIGH SCHOOL NAME> has a school sanctioned, student organization called Rotary Interact, sponsored by <SPONSORING ROTARY CLUB>. <https://www.rotary.org/en/get-involved/interact-clubs>

Membership is by nomination only. We rely on teacher recommendations to help us select students who will contribute to and benefit from their experience in our service organization. We are looking for your nominations because you have the current <HIGH SCHOOL NAME> <GRADE> and know the students better than others.

General selection guidelines:

A person who has...

- Average or better grades.
- Working to their potential but not necessarily in the top 3% of their class.
- Strong or emerging interpersonal skills.
- Willingness to volunteer.
- General characteristics of good citizenship.
- Your support as a representative of last year's class of students.

Your input:

We request that you nominate up to ten students. Consider the guidelines above and then choose the students that are felt would best fit the criteria. This is an active group that does much for those in need in our region. The students that you nominate will learn many things while in this group.

Students in the <HIGH SCHOOL NAME> Interact Club will be expected to be proactive. They will learn how to handle money, plan events, budget, lead others, run meetings, learn about Robert's Rules of Order, learn the art of "follow through," and will learn to respect each other as well as those with whom they come in contact. They will have the opportunity to volunteer alongside with the leaders of <CITY> and <COUNTY> while learning Servant-Leadership skills first hand while developing influential contacts for their future.

Interact clubs obtain the nominations directly from each teacher. We appreciate you participating and helping us identify the students with a servant-leadership heart.

On behalf of <NAME> Rotary Club, thank you for your assistance.

<ROTARIAN ADVISOR>

<HIGH SCHOOL NAME> Interact Advisor

<SPONSORING ROTARY CLUB>

<MOBILE PHONE> (cell)

<EMAIL>



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Step 7: Rotary Interact Orientation Meeting Invitations (Rotary Club & Student Action)

- Personally invite all nominated students via email, postal mail or school delivery
 - Rotarian Advisor – If possible.
 - Faculty Advisor – if necessary.
 - School Employee – if necessary.
 - Club Officers – last resort.

Step 8: Rotary Interact Orientation Meeting Agenda (Rotary Club & Student Action)

SAMPLE ORIENTATION MEETING AGENDA

- Welcome to the <HIGH SCHOOL NAME> Interact Club Orientation
 - Explain purpose of meeting.
 - All students need to have a parent present.
- Overview Rotary International.
 - Explain what Rotary is and what it does.
- Overview Interact International.
 - Explain what Interact is and what it does.
- Overview <SPONSORING ROTARY CLUB>
 - Explain what <SPONSORING ROTARY CLUB> is and what it does.
- Overview <HIGH SCHOOL NAME> Interact Club.
 - Vision
 - Goals
 - Potential projects
- Discuss how <HIGH SCHOOL NAME> Interact Club benefits the members.
 - This is your opportunity to make them what to join.
- Discuss the commit of being in <HIGH SCHOOL NAME> Interact Club.
 - This is your opportunity to raise the bar.
 - Make it sound exclusive even though it is inclusive.
- Ask those who are interested in joining to complete the application form.
 - Say Thank You & Goodbye to those who are interested.
- Complete all of the application form.
 - Make sure that the parent and student have both signed the form.
- Announce the first general meeting

Step 9: First General Meeting (Student Action)

- Explain Interact Vision
- Explain Interact Purpose
- Explain Board of Director Roles & Responsibilities.
- Conduct Board of Director Election Process
- Develop Board of Director Meeting Schedule.
- Develop General Meeting Schedule.

Step 10: Go Forth and be successful! (Rotary Club & Student Action)



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Interact Success Tips

- Select a President-Elect from sophomore class.
- Don't accept unreliability.
- Limit membership to 30 students per grade (if possible).
 - Exclusivity
- Work hard to get club t-shirts
 - Wear on board meeting and general membership days
 - Club Unity
 - Conversation Openers
- Make sure Officers know:
 - Motto: Service Above Self
 - 4-Way Test
 - What is Rotary
 - What is Interact
 - Why should I join Interact
- Partner with sponsoring Rotary club on service projects
- Partner with all neighboring Rotary clubs on service projects
- Partner with other Interact & Rotaract clubs on service projects
- **Use the District 5810 Interact Website: <http://rotary5810.org/page/interact>**
- Contact your District Interact Chair with questions:
 - Alex Johnson
 - alexjohnson@laurexrealty.com (preferred)