



MEMBERSHIP RESOURCE GUIDE

The names of hyperlinked resources appear with an underline and usually in a blue font and can be downloaded on www.rotary.org by clicking on the hyperlink, or ordered on shop.rotary.org with the SKU number provided. If you experience any trouble when placing your order, please email membershipdevelopment@rotary.org or shop.rotary@rotary.org.

PUBLICATIONS			
Name	Description	Audience	Available
Strengthening Your Membership	This guide explains the process of creating a membership development plan and provides strategies and tools you can use to attract and engage new members.	Club presidents and membership committees, and district membership chairs	http://shop.rotary.org/ (SKU: 417)
New Rotary Clubs Quick Start Guide	This guide describes a nine-step process to create a new club, from the initial idea to the charter celebration, and beyond.	District governors	N/A
Introducing New Members to Rotary	Utilize this guide to develop a process for engaging new members from the start by helping them get involved, connecting them with a mentor, and by pacing the learning over time.	Club leadership	http://shop.rotary.org/ (SKU: 414)
Be A Vibrant Club	A quick guide for clubs with strategies for enhancing your club's structure, activities, and even culture. Versions are available for fifteen different regions, each featuring its own club success story.	Club leadership	http://shop.rotary.org/ (SKU: 245A)
Connect for Good	Eight-page guide shows how to get involved and connect with Rotary. Provides an updated overview on Rotary for all members.	Current members	http://shop.rotary.org/ (SKU: 595)
Membership Assessment Tools	Learn how to evaluate and improve your membership development plan with these tools. Complete with sample surveys and information on organizing new clubs, recruiting and retaining members, this is an all-encompassing tool	Current members	http://shop.rotary.org/ (SKU: 801)
Impact Begins With You	This prospective member brochure explains who we are and what sets us apart from other organizations.	Prospective members	http://shop.rotary.org/ (SKU: 001)

REPORTS

Name	Description	Audience	Available
Five Year History of Member Start Figures	Shows membership numbers for 1 July by region, for the year specified in the report name.	District and zone leadership	Rotary Club Central
Membership Comparison to 1 July	Monthly report that shows a comparison of current year club and member totals with previous year club and member totals for selected district(s).	District and zone leadership	Rotary Club Central
District Progress to Goal	Shows progress towards membership goals for selected district(s) or club.	Zone leadership	Rotary Club Central
Clubs in My District	Shows club and member totals for district, member totals by club, and lists newly chartered and terminated clubs for selected districts.	District and zone leadership	Rotary Club Central
Alumni Report Guide	Learn how to use the Program Participants and Alumni Report as a tool to identify club program speakers, service project volunteers, or prospective members.	District and zone leadership	http://www.highroadsofeducation.com/file_upload/er2/files/how+to+use+the+program+participants+and+alumni+report.pdf

TOOLS			
Name	Description	Audience	Available
Rotary Club Central	Track your goals and activities in membership, service, and foundation giving.	Club and district leaders	https://www.rotary.org/myrotary/en/secure/13301
Rotary Showcase	Post and share club or district service project information.	Rotary members	http://map.rotary.org/en/project/pages/project_showcase.aspx
Rotary Ideas	Post your projects and ideas and ask for partners, volunteers, funding, or other support.	Rotary members	http://ideas.rotary.org/
Membership Best Practices Discussion Group	This discussion group provides a forum for leaders at all levels to share best practices for recruiting, attracting, engaging, and retaining current and prospective members.	Rotary members	https://www.rotary.org/myrotary/en/exchange-ideas/groups/membership-best-practices
Rotary Club Health Check	This resource helps club leaders pinpoint opportunities for growth and prescribes resources to help remedy problem areas.	Club leaders	N/A

RESOURCES			
Name	Description	Audience	Available
Understanding Membership Reports: Getting Started	This guide lists each membership report available, explains the information it provides, and steps on how to find them.	Rotary members	N/A
How to Create a My Rotary Account	Directions on how to create a My Rotary account	Rotary members	N/A
Proposing New Members	Best practices for proposing new members to your club.	Rotary members	N/A
How to Manage Membership Leads	Step-by-step directions for using the Membership Leads database to track and manage member leads at the club level.	Club leaders	https://www.rotary.org/myrotary/en/document/how-manage-

			membership-leads-clubs
How to Manage Membership Leads	Step-by-step directions for using the Membership Leads database to track and manage member leads at the district level.	District leaders	https://www.rotary.org/myrotary/en/document/how-manage-membership-leads-districts
New Member Welcome Kit	Welcome new members to your club with pre-packaged Rotary essentials: Connect for Good brochure, What's Rotary? card, RI/TRF Annual Report, and Proud Member window cling.	New members	http://shop.rotary.org/ (SKU: 426)
Membership Minute e-newsletter	Bi-monthly Rotary stories and the latest membership development ideas, strategies, and resources.	Club and district leaders	www.rotary.org/en/news-features/newsletters
Young Professionals Summit Report	A report that shares strategies, ideas, and key findings from the Young Professionals Summit held in Chicago September 2014.	Rotary members	http://www.highroadsolution.com/file_upload/er2/files/ypos+summit+report_final.pdf
How to Lead a Young Professionals Summit Guide	Learn how to plan, organize, and lead a young professionals summit to energize and engage your members as you discuss how to create a more appealing and engaging Rotary experience for all members.	Rotary members	http://www.highroadsolution.com/file_upload/er2/files/ic15+breakout_how+to+lead+a+young+professionals+summit.pdf
Strategic Planning Guide	Use this guide and worksheet to help develop a vision, goals, and measurements for your strategic plan.	Club and district leaders	https://www.rotary.org/myrotary/en/document/strategic-planning-guide
Club Brochure Templates	Use this online tool to customize your club's logo and create a brochure. To access the templates, you'll need to sign in to your MyRotary account.	Rotary members	https://brandcenter.rotary.org/en-GB/Materials

WEBINARS			
Name	Description	Audience	Available
Revitalize + Rethink Your Rotary Club: Crafting Your Member Experience	Learn ways your club can create an engaging and rewarding member experience by embracing new rules and flexibility options your members.	Rotary members	https://vimeo.com/180066536
Membership: It's Now or Never (Part 1 of 5)	An international membership expert discusses new ways of thinking about membership and innovative tactics in part 1 of this "Membership Matters" webinar series.	Rotary members	https://vimeo.com/103365589
Perception vs. Reality: Club Evaluation and Visioning (Part 2 of 5)	Focuses on the steps clubs should take to ensure a clear club vision and plan for the future.	Rotary members	https://vimeo.com/108381769
Simple Steps to Innovate Your Club (Part 3 of 5)	Focuses on the steps clubs can take today to stay relevant and appeal to new and potential members.	Rotary members	https://vimeo.com/118740192
Membership Engagement: The Key to Retention (Part 4 of 5)	Focuses on member engagement as a path to member retention.	Rotary members	https://vimeo.com/123234534

How to Recruit New Members and Strengthen Your Club (Part 5 of 5)	Focuses on growing and strengthening clubs by inviting new and diverse groups of professionals to club meetings, asking friends and colleagues to participate in service projects, and reaching out to Rotary program alumni.	Rotary members	https://vimeo.com/127084618
Understanding Young Professionals	Led by Rotary staff and a market research professional, this webinar is intended to help members better understand the perceptions and needs of young professionals. Password: YPC	Rotary members	https://vimeo.com/89536946
Alumni Reports and Awards	Outlines the new district alumni reports.	Rotary members	https://vimeo.com/123449923

PILOTS			
Name	Description	Audience	Available
2011-2017 Pilot Clubs	List of Rotary clubs currently in the pilot program.	Club, district, and zone leaders	https://rotary.qualtrics.com/CP/File.php?F=F_bvo7B5lWCHgEQPX
2015-2017 Innovative and Flexible Rotary Club Pilot Expansion	List of Rotary clubs currently in the Innovative and Flexible Rotary Club Pilot Expansion program.	Club, district, and zone leaders	https://rotary.qualtrics.com/CP/File.php?F=F_8icMSdlcseArJoF
Pilot update	An update on the 5 membership pilot projects that are testing new membership types or club operation innovations.	Club, district, and zone leaders	https://rotary.qualtrics.com/CP/File.php?F=F_oB8WRNiaNPuoY5f

CLUB ADMINISTRATION			
Name	Description	Audience	Available
Standard Rotary Club Constitution	Required bylaws to be adopted by every Rotary club.	Club leaders	https://www.rotary.org/myrotary/en/document/standard-rotary-club-constitution
Recommended Rotary Club Bylaws	Recommended bylaws for administering and operating Rotary clubs.	Club leaders	https://www.rotary.org/myrotary/en/document/recommended-rotary-club-bylaws
Rotary Code of Policies	Provides information on club and district administration, RI, programs, communications, events, and finances.	Club and district leaders	https://www.rotary.org/myrotary/en/document/rotary-code-policies

TRAINING MANUALS			
Name	Description	Audience	Available
Lead Your Club: Membership Committee	Describes the responsibilities of the chair and committee, and identifies resources that may be helpful relating to increasing the club's membership.	Club leaders	http://shop.rotary.org/ (SKU: 226)

**Questions? Please contact Regional Membership Officer for zones 24E, 24W, and 32
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