Rotary District 5190

Alumni Program

Version 3.0 July 2017

# Introduction

Rotary International is increasing the emphasis on Rotary alumni and encouraging clubs and districts to reach out to recipients and participants of Rotary programs, Rotary alumni. A key reason for this increased emphasis is to grow membership; to facilitate Rotary alumni in becoming Rotarians.

# Who are alumni?

Rotary alumni are individuals who have experienced Rotary through various programs, including:

* Interact
* Rotaract
* Rotary Youth Exchange (RYE)
* New Generations Service Exchange
* Rotary Youth Leadership Awards (RYLA)
* Rotary Peace Fellowships
* Rotary Scholarships (global grants and district grants)
* Vocational training teams (members and leaders) (VTT)
* Ambassadorial Scholarships
* Grants for University Teachers
* Group Study Exchange (members and leaders) (GSE)
* Rotary Volunteers

In District 5190, each club may optionally choose to include speech contest and music contest participants as a category of alumni to include.

For those areas which have either an Interact club or a Rotaract club, it will be important for one club, or the area Assistant Governor, or other Rotarian, to maintain contact with the club and their membership. If an individual resigns/leaves the club, and does not join another Rotary club, that individual’s contact information should be added to a local Rotary club’s Alumni Tracker spreadsheet/database. In this way, Rotary can continue to reach out to that individual on a regular basis.

# Organization Structure

Rotary International has an office focused on Rotary Alumni.

Rotary International provides a newsletter, “Reconnect”, which all alumni should subscribe to. RI has a database of Rotary alumni. RI provides a report on alumni affiliated with our district and clubs. More detail below. RI will also promote “Alumni Reconnect Week” and provide ideas on ways clubs can reach out to alumni.

District 5190 has a district committee focused on Rotary alumni.

The district committee will provide some tools and guidance to help clubs initiate and maintain an alumni database (spreadsheet) of alumni affiliated with the club. The committee will provide some support for the alumni report from RI to the clubs and provide advice to update the RI data. The committee will pass along the great ideas coming from RI. As the program grows and becomes established, the committee will promote and conduct district-wide events targeted at alumni. A ROTEX group has been formed for the district. This is focused on RYE alumni.

Each club should have a member focused on Rotary alumni – the alumni coordinator.

To effectively participate in the alumni program, the club will need a Rotarian to be the contact point for the district committee and to execute the programs activities and processes. We expect the club membership committee to appoint the alumni coordinator.

The Assistant Governors and his/her area Presidents should discuss the role of the alumni coordinator. It may make sense for a community with only 2 or 3 clubs to have 1 alumni coordinator be responsible for all the clubs in the community. The goal is to keep track of Rotary alumni, either by club or by community, and maintain contact.

# Alumni Report from RI

RI provides a report of alumni affiliated with each club and district. Alumni coordinators should access and download this report.

Navigate to this page: <https://my.rotary.org/en/manage/club-district-administration/reports> Scroll down to the “Alumni Report”

Please note the tabs at the bottom. This will display alumni data in several different ways.

There is a menu button at the top that allows you to download the data into your computer. With that you can extract the specific alumni affiliated with your club.

# Additional data from the district

The report from RI may be incomplete. We have reports of known alumni not being reported by RI.

The district RYLA chair, Steve Singer, 19steve50@gmail.com, has a database of past RYLA students. Contact Steve to receive an extract from this database for your club.

The district RYE committee, Jon Grene, ryeexecsec@rye5190.org, has a database of past RYE students. Contact Jon to receive an extract from this database for your club.

If you have any problems gathering alumni data, please contact the district alumni chair (Larie Trippet, larie@trippet2.com).

# Activities and processes

The District 5190 Alumni program is being enhanced and improved in 2017-2018. Activities and processes will be improved and enhanced as the year progresses.

The District 5190 Rotary Alumni Committee will provide a spreadsheet template for the coordinator to use. The original columns should not be changed, since that will enable combining spreadsheets from multiple clubs into a district database. Clubs can add columns to the right of the original columns for their use. This template is not cast in concrete and can be enhanced based on coordinator feedback.

Using the spreadsheet/database allows the coordinator to add notes, comments and track pertinent information. To easily communicate with these alumni, we suggest using the “Custom Group” feature in the “Contacts” section of your Club Runner account.

* The club alumni coordinator will verify the contact information for each alum by making contact with the alum and update the club database. Keep the database up to date.
* Potential actions if contact is successful:
	+ If alum is still in your town/city:
		- Add alum to the club newsletter distribution list
		- Invite alum to club meetings
		- Invite alum to speak at the club
		- Plan a specific meeting program which focuses on alumni
		- Invite alum to participate in local projects or activities
	+ If alum is no longer in your town/city:
		- Refer alum to Interact or Rotaract club or Rotary club to attend/join in their location. In particular, if the alum is in college, refer them to a Rotaract or Rotary club. Contact the club so they can be prepared to contact as well.
		- Add alum to the club newsletter distribution list
* Potential actions if contact is unsuccessful:
	+ Try to find the alum on Facebook, LinkedIn or other social media, and attempt to make contact
	+ Contact parents, the local school or former friends and co-workers for contact information
* Other ideas relevant to an alumni program
	+ Provide mentoring to an alum in their field or occupation
	+ Invite alumni to meetings, Firesides, new member orientations where they will learn more about Rotary; further their education about Rotary
	+ Add a section in your club newsletter specifically for alumni from your club: what are they currently doing; how are they involved in Rotary; what is their vocation

Every year, in October, RI promotes “Reconnect Week”. This is a week where clubs and districts can focus on alumni. The club programs chair can reserve that week for a club meeting focused on alumni. Alumni can be invited to attend and speak.