

INSURANCE

- The Rotary Oceania insurance programme is provided under master policies arranged for Rotary entities across Oceania.
- The 2026 programme was renewed in December 2025 and currently runs to 31 December 2026.
- The programme is being moved closer to the Rotary financial year so Clubs can budget insurance costs from 1 July to 30 June.
- Each Club, District, trust and other Rotary entity must complete the online InfoSheet and Declaration.

INSURANCE

- If the InfoSheet is not completed, the entity may not receive a Certificate of Currency and officers may be exposed if a claim arises.
- Invoices are issued after completion of the online insurance information process.
- Where Districts have already collected insurance amounts through District levies, those amounts will be handled by credit note or refund as advised by the relevant District.

INSURANCE

- The 2026 programme includes new or expanded features, including limited material damage support through a Reserve Fund.
- Trusts, companies and other related entities must be listed as named parties if they are to be covered.
- Questions should be raised by filing a Helpdesk ticket:
https://not4profit.online/helpdesk_ticket

WHAT TO DO NOW

- Check who received the insurance invitation email.
- Confirm that the correct person is authorised to complete the InfoSheet.
- Log in to the insurance portal:
<https://insure.rotarypacificclubs.online/>
- Complete or update the InfoSheet.
- Add all required named parties, including any Club trust, company or other entity requiring cover.

WHAT TO DO NOW

- Upload required governance documents, such as constitutions and trust deeds.
- Complete the Declaration.
- Accept the quote when prompted.
- Pay the invoice when received.
- Keep the issued insurance documents and Certificate of Currency with the Club or entity records.

**INCREASE OUR
ABILITY TO
ADAPT**

D9910 2026-2027 BUDGET

DGE Mitchell Brown and District Finance Chair Gavin Busch



CLUB BUDGET

- Include ALL the costs of being a Rotary member - RI dues, Magazine sub, District dues, Club costs

Cost areas	USD Cost per member	NZD (FeX \$1.75 April 2026)	Notes
RI Dues	\$85.50	\$148	Charged per 6m. Invoiced 1 Jan & 1 July
RDU Magazine <i>or Rotary magazine</i>	NA \$18.00	\$39.00 ~\$31.00	Charged per 6m. Invoiced 1 Jan & 1 July One cost regardless of digital or printed.
District Levy	NA	\$67.26	District Budget to be approved. Calculated on your membership as at 31 March 2026

DISTRICT BUDGET

District Income comprises the following:

- District Levy			\$41,500
- Conference Levy (per club)	\$ 2,000		
- District Insurance Levy		\$ 1,250	
- Rotary International Reimbursement	\$28,483		

The District Levy is calculated on a membership of 670

The club portion of the insurance levy is now charged directly to clubs

DISTRICT 9910 LEVIES

District Membership Levy is based on membership as at 31 March 2026 (670)

- in accordance with District Bylaw 7.7
- *“District Levies and Dues will be apportioned to clubs on a membership basis, using the membership figures recorded in the Rotary International database, as at the last day of the month, which occurs 60 days prior to the date the budget is presented for approval at the District Club Leaders’ Seminar or District Conference.”*

Note: This is a fixed number for calculation purposes and is not amended with an increase or decrease in club numbers by 30 June

The 2026/2027 District Membership Levy will be \$67.26 per member
This is a reduction from the 2025/2026 levy of \$83 per member

The District Membership Levy is invoiced at the beginning of the Rotary year



QUESTIONS



INCREASE OUT
IMPACT

PROJECT BEST PRACTISE

Sean Harris



HOW TO PLAN A SUCCESSFUL PROJECT

- Have a clear/ simple repeatable Project Plan
- Give yourself enough time and have buy in
- Have a team - allocate roles
- Agree and contact your partners
- Know your Market
- Advertise
- Have an ability to sign up attendees

WHO SHOULD MY CLUB PARTNER WITH

- Organisations that mirror your goals
- Ones you can trust , their culture aligns
- You need to Build that Trust!

Who

- Other Rotary Clubs especially small clubs
- Scouts / Guides / Schools
- Local Ecology Groups , Clubs and societies , Mens Shed, Retirement Homes, Local Boards.
- Past Rotary Alumni- RYE students , MUNA teams, Technology

RESOURCES

- Service Project Centre in My Rotary
Mass of Resources are available



Project planning

Get insight on how to plan impactful projects including learning from the community, goal-setting, community and collaborator's engagement, sustainability, measurement, monitoring and evaluation.

[View Resources](#)



Collaboration

Discover the many groups, individuals, and institutions that you can work with to help you plan, implement and evaluate your project.

[View Resources](#)



Rotary grants

Explore the grants available to Rotary members through The Rotary Foundation to support service projects, scholarships, and other activities.

[View Resources](#)



Area of focus

Find resources, guidelines and information related to Rotary's areas of focus.

[View Resources](#)



Impact

Find resources, insights, and tools to address the Action Plan goal of increasing our impact and amplify our efforts to create positive lasting change.

[View Resources](#)

IS IT ON PUBLIC LAND?



Search Auckland Council



Menu

myAUCKLAND login

[Home](#) > [Licences and regulations](#) > [Event permits](#) > [Apply for an event permit](#)

Tono whakaaetanga hei whakahaere kaupapa Apply for an event permit

^ Check if you need an event permit

You will need a permit if your event:

- is for more than 100 people
- will be on any public open space like a park, road or the water
- is a commercial activity (includes ticketed and sponsored events)
- could cause damage to public property, the environment or surrounding roads in any way
- will involve alcohol, excessive noise, [pyrotechnics](#) or fireworks
- will create any form of waste
- will put the public and their safety at risk
- will need vehicle or power access
- will have food stalls or vendors (including catering or food trucks)
- will have infrastructure like bouncy castles, stages, marquees or signage
- will be flying a drone.

You may also need a permit if you are holding a wedding ceremony or birthday party on a public open space. Wedding receptions must be held in a private venue.

ON THE DAY

- Signage
- Food and Water
- Health and Safety Plan - Auckland Council require a Health and Safety Plan on their reserves.
should cover all Risks and mention ways to mitigate the risks.
ie Cuts and Injuries Mitigated by Briefing and Fix Aid Kits and First Aid Officers
- Arrange Council contractors to pick up or clean up after yourself (for Auckland Council simply can be done via Logging a incident Online)
- Clear Signage

IMPACT - TELL YOUR STORY

Social Media

Facebook

Instagram

Local papers / Magazines

Internal

Club Bulletin's

District Newsletters

MY ROTARY

Service Projects centre

https://spc.rotary.org/resources#f-facet_language=English&f-facet_audience=Club%20Leaders

Login to My Rotary and add your Service Project

My Club Projects

Browse your club's projects or search projects using one or more of the filters listed.

North Shore

Rotary Club

Search

Displaying 13 projects

Map view

Sort by : Created Date: New - Old

Projects for which I am the contact

Projects that have photos

Keyword

Project Status

Category



Completed Basic

Lucas Creek Clean up

River Clean for Keep NZ Clean Week

Location: New Zealand | Start Date: 14 September 2025 | End Date: 14 September 2025

Project Language: English



Completed Basic

Shed Build

Shed Construction for Community Garden



QUESTIONS

PROJECT TEMPLATE PLAN

Attached is the a template for a Clean up event that can be molded and amended to use for other Projects.

<https://docs.google.com/document/d/11b0Hz0prcXblc3CRAuc1DcCY86h-YQQk/edit?usp=sharing&oid=113396878098329111495&rtpof=true&sd=true>



ENHANCE
PARTICIPANT
ENGAGEMENT

INCREASE OUR
ABILITY TO
ADAPT

HELP IS AT HAND

Andrew Best (RISPPPO)





INCREASE OUT
IMPACT

THE ROTARY FOUNDATION

Incoming DRFC PG Jenn Wong



Rotary

District 9910



INCREASE OUR
ABILITY TO
ADAPT

Pacific Atmosphere



NOUVELLE-CALÉDONIE



VANUATU



NORFOLK ISLAND



NEW ZEALAND

D9910 ANNUAL GENERAL MEETING

DG Mitchell Brown and IPDG Jenn Wong



AGENDA

- Apologies
- Minutes of AGM held 10 May 2025
- Matters arising from the minutes
- District Governor's Reviewed Financial Statement - 2024/2025
- District 9910 Reserve Fund Reviewed Financial Statement - 2024/2025
- District Conference 2025 Financial Report
- Proposed amendment to District Bylaws from Rotary Club of Whangarei South
- General Business

PROPOSED AMENDMENT TO BYLAWS

PROPOSER: Rotary Club of Whangarei South

To adopt a fairer system of calculating District Dues by aligning District 9910's calculation and invoicing of District Dues with Rotary International's timing and method of calculating Rotary International Dues, the Rotary Club of Whangarei South proposes that District 9910...

1. Adopts the Rotary International method of calculating dues, that is, that district dues levied on clubs be calculated on the number of Members at the beginning of the new Rotary year and midway through the year, and
2. Invoices clubs twice-yearly, as does RI, levied on the number of members in each Club as at 1 July and 1 January.



BUILDING BIGGER, BETTER, BOLDER CLUBS

Changing how we think about membership

Barbara Mifsud – Membership Growth Officer, Rotary International Sydney Office

EXPAND OUR
REACH

ENHANCE
PARTICIPANT
ENGAGEMENT

Bigger, better, bolder

Learning objectives:

- Understand why building bigger, better, bolder (BBBs) clubs is important and what they look like
- How we can use the RI Action Plan to build BBBs
- Practical ideas and local considerations

**Bigger,
better,
bolder**

What?



What are the key characteristics of a successful, vibrant club?

**Bigger,
better,
bolder**

Why?

Bigger, better, bolder clubs use this roadmap:

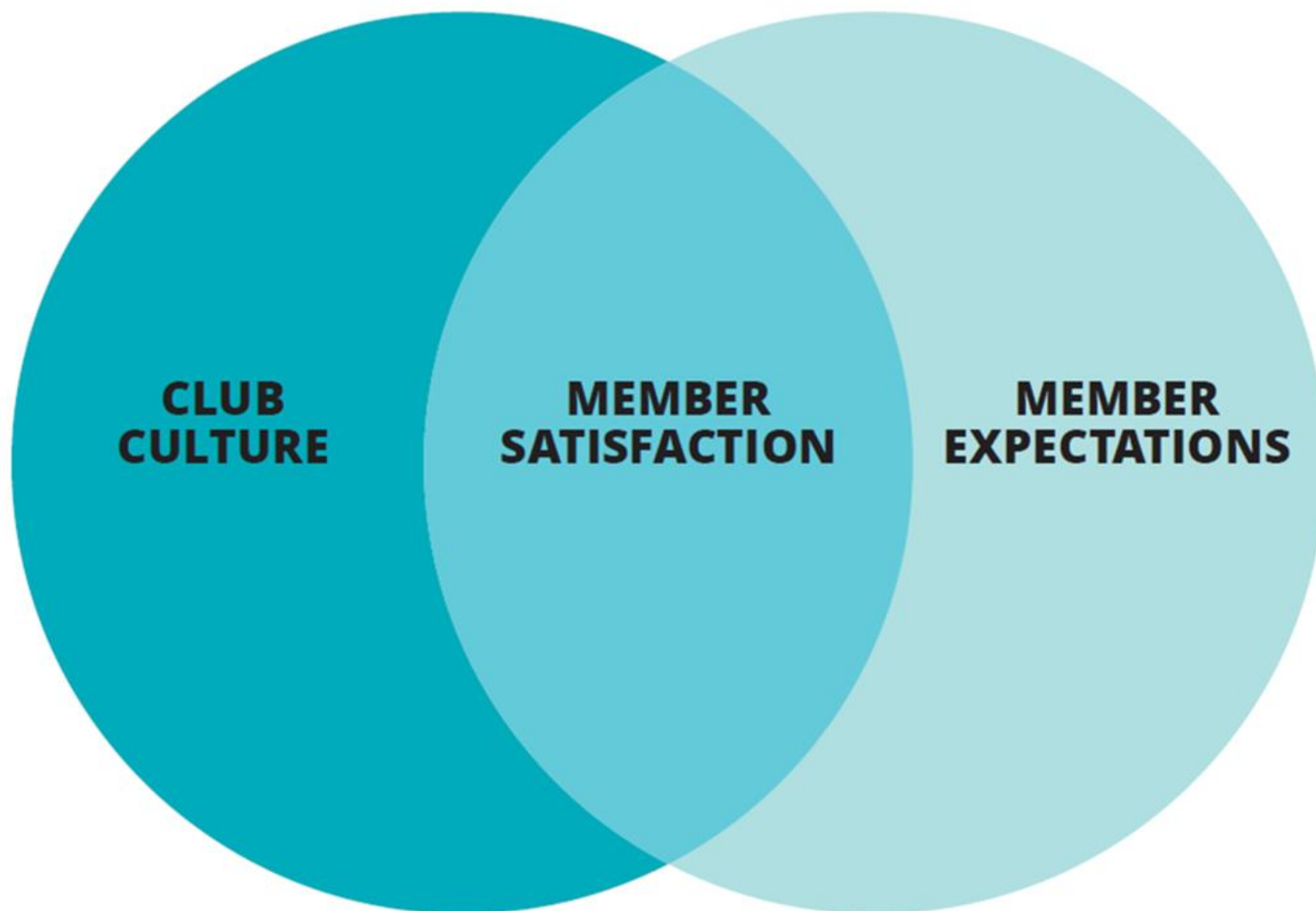
**INCREASE OUR
IMPACT**

**EXPAND OUR
REACH**

**ENHANCE
PARTICIPANT
ENGAGEMENT**

**INCREASE OUR
ABILITY TO
ADAPT**

THE CLUB EXPERIENCE



Activity

Discuss:

- Why is this happening?
- 3 strategies that may help

**Bigger,
better,
bolder**

INCREASE OUR IMPACT

Your club is a 40-year old club with 18 members. It is well organised and hosts enjoyable meetings. You run two major fundraisers each year and donate the proceeds to local charities.

The club recently attracted two younger members, but they left shortly after, citing their membership goals were not met.

EXPAND OUR REACH

Your club is a successful 50-year-old club with over 35 members. It has a signature mental health project and school book donation program. Your fortnightly meeting includes interesting guest speakers. Members enjoy the fellowship.

Very few prospective members visit your club or volunteer on projects.

**INCREASE OUR
ABILITY TO
ADAPT**

Rose is a prospective member who has been volunteering on your club's health education programs.

She is a busy professional who travels for work and has a small child. Your club meets weekly, face to face, for dinner with a speaker.

Rose wants to join but is reluctant.

ENHANCE
PARTICIPANT
ENGAGEMENT

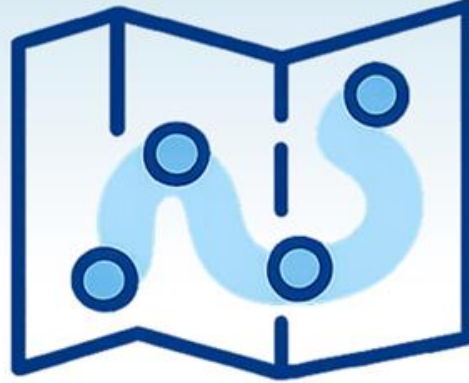
The average age of your club members is 65+ and membership is steadily declining. There is an ageing, small, spread-out population. Many younger residents leave for cities or work in tourism.

Prospective members are interested in gaining skills and giving back but find it difficult to pay club dues. Long serving members are tired and despondent.

Have a vision



Develop a Plan/Road Map



Create a Team/Teams



Set goals with tactics



Set Realistic Timeframes



Periodically Assess/adjust





Ask



Listen



Act

Resources

- [My Rotary](#)
- rotary.org/membership
- rotary.org/flexibility
- [Learning Centre](#)
- [Brand Centre](#)
- [Rotary South Pacific membership page](#)

- [Specialist Hub](#) including public image
- Rotary Community Leader
- District Membership lead supported by RSP Membership Portfolio
- District governor and team
- Rotary International staff

**ROTARY CLUB
MEMBERSHIP
ACTION
WORKSHEET**



Barbara Mifsud

Membership Growth Officer - Australia, New Zealand & Pacific Islands
RI South Pacific & Philippines Office in Norwest (Sydney)

+61 2 8894 9850 | barbara.mifsud@rotary.org



Aida Fabian

District Membership Lead
D9910

RC of Waitakere

+64 27 267 8404 | aidafabian@hotmail.com



**INCREASE OUT
IMPACT**

**EXPAND OUR
REACH**

YOUTH PROGRAMMES

PG Neil Murray and various presenters



rotary youth exchange

RYE

Sean Harris

RYE Committee Lead

2026/27

Will be short term exchanges STE of 12 weeks departing December 2026 and returning late February 2027

Family to Family hosting with return students expected to coming in June to August 2027

- Zero cost to club, no pocket money, no host required

Club Commitments

- Sponsor club plus counsellor

Currently 9 applicants interviewed

2026/27

It is expected we will attempt returning Long term exchange LTE of 12 months

Interact

On behalf of Clive Menkin
menkin@menkin.co.nz

My Rotary - Interact

- Ages 12 – 18 years
- Develop leadership skills
- Develop power of service and international understanding
- School-based or community-based
- Requires
 - Sponsor Rotary club (s)
Rotaract can 'co-sponsor'
 - Sponsor
Mentor from sponsor club (whole club)
 - Interact Advisor
Adult mentor (can be non-Rotarian) who attends all Interact meetings.
For school-based must be a school faculty member

**Crucial to have a passionate,
committed teacher on board**



- Identify opportunity
- Customise the club
- Recruit
- Structure
- Club Leaders
- Make it official
 - [Interact Club Certification Form](#)
 - Obtain signatures from sponsor Club President and District Governor
 - Return application to Interact District Chair
 - No Fee
 - 3 to 6 weeks to charter
- Celebrate
- Build the relationship
 - Keep Interact information up to date

9910 ACTIVE INTERACT CLUBS

- Massey High School Interact sponsored by Rotary Waitakere
- Mt Albert Grammar School Interact sponsored by Rotary Westhaven
- *Huanui College Interact* sponsored by Rotary Whangarei South
- Westlake Boys Interact sponsored by Rotary North Shore
- Westlake Girls Interact sponsored by Rotary North Harbour
- Ecole Internationale James Cook sponsored by Rotary Nouméa, New Caledonia
- Kaipātiki Interact [Glenfield College] sponsored by Rotary Kaipātiki
- Otamatea High School Interact sponsored by Rotary Maungaturoto
- Kerikeri High School Interact sponsored by Rotary Kerikeri



Rotary
District 9920



Rotary Youth Programme
of Enrichment



Patrick Dean (RYPEN Co-Lead)

patrick.deane@zuru.com

Jessie Scott (RYPEN Co-Lead)

jessie-scott@hotmail.com



Model United Nations Assembly

On behalf of Jan Malcolm
rotarymuna2023@gmail.com

22 – 23 May 2026

[MUNA - District 9910 webpage](#)

- Y12 and Y13 students
- Districts 9910 & 9920
- Teams of three students (100 max)
- Each team represents a participating UN country (99 countries)
- Debate remits relating to current global concerns
- Simulates workings of the United Nations
- Secretary-General, Assistants (2), Timekeepers, Judges
- Keynote speaker
- Late May
- Friday morning to Saturday afternoon



- Late Feb/Early Mar – information and entry forms sent to schools
- Early April – entries close
- \$275 / team
- May – Clubs receive invoices
 - Clubs invoiced full amount
 - Clubs invoice schools for their portion
 Funding arrangements vary by club according to the club's budget.
- Teams encouraged to wear costume
- Rotarians encouraged to attend
- Prizes and prize money
- MUNA certificates sent to club
- Need 9910 rep(s) on organising committee

2026 MUNA REMITS

1. That this Assembly supports a mandatory quota system requiring all member states to accept a fair share of refugees based on economic capacity.
2. That this Assembly calls for an immediate global moratorium on deep-sea mining in international waters until environmental impacts are fully understood.
3. That this Assembly supports automatic United Nations sanctions on any nation found guilty of severe human rights violations.
4. That this Assembly calls on the United Nations to strengthen and enforce international laws guaranteeing freedom of navigation in international waters, including increased monitoring and consequences for violations.




ROAD SAFETY Education



Why road safety education is important

New Zealand youth are over represented in road trauma statistics.

15-24 year olds represent less than 13% of population but made up 21% of all road fatalities (2024 stats)



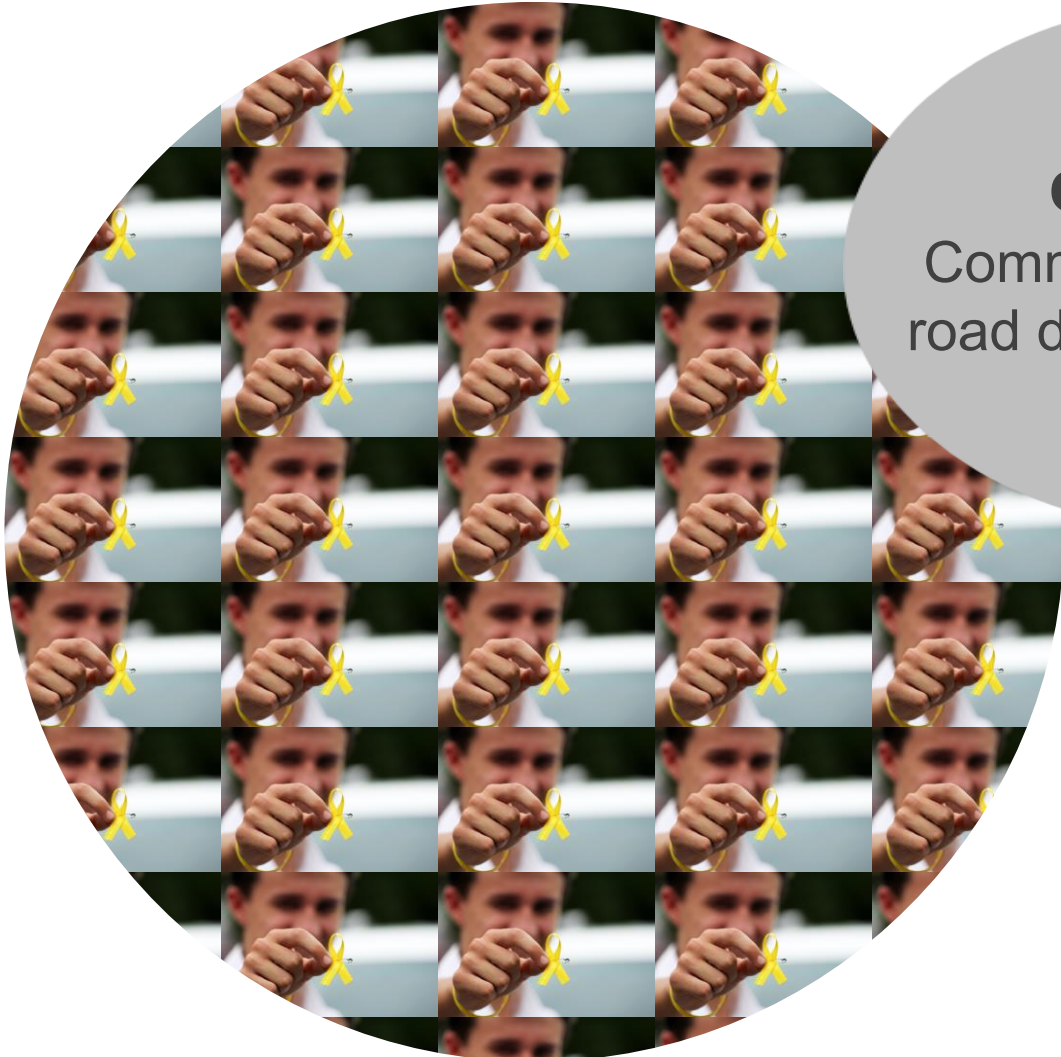
**Approximately 40 people are killed or injured
on our roads every day**

Ryda... Our beginnings

- Started by Rotary in 2001
- First Launched in NZ 2007
- Over 150,000 students



Our purpose



Our Vision

Communities free from road deaths and injuries

Our Values

Evidence-led,
inclusive,
sustainable,
collaborative

Our Mission

Using multiple touch-points to create engaging, interactive and personalised learning, we equip teenagers to take responsible actions as drivers and passengers throughout their lives

- Targets senior high school students aged 16–18 Yrs
- A one day, out of school excursion
- Designed for the whole year cohort
- Six interactive 30 minute workshops
- Classroom sized groups
- Students develop personalised strategies and resilience
- Supports teachers delivering school curriculum

RYDA AT A GLANCE

How does Ryda help?

- Builds critical thinking skills to assess risk
- Equips them tools to plan ahead and make safer choices
- Equips them with the confidence to speak up as passengers or drivers
- Gives them a deep understanding of how their choices impact not only themselves, but everyone on the road



EMERGENCY EXIT

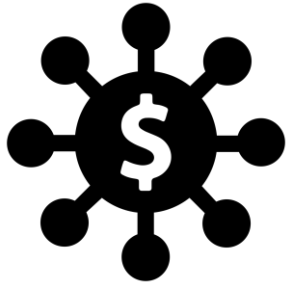
EMERGENCY

RH8

S3

SUNLONG

How your Rotary club can support Ryda



- Financially support to help us keep costs down, either by**
- a) flat donation of \$500 to \$2000 per workshop (depending on what club can afford)**
 - b) Provide catering for volunteers, teachers and facilitators**
 - c) Volunteer on the day 😊**
 - d) Connect us to local funders and grants**
 - e) Help us get into schools (if we are having trouble connecting)**

Rotary are crucial in ensuring Ryda remains affordable and accessible.



Contact: Naomh Cusin –NZ Manager

Naomh.cusin@rse.org.nz

For more information

[RNSTF Website](#)

To provide talented students with the opportunity to consider the wide range of study and career options that are available within the general label of 'science'.

- Y12 going to Y13
- 16y 3m-17y 6m on 1 Jan of the Forum year
- NZ citizen or Permanent Resident
- Passion for STEM and intention to continue tertiary study in this area.
- Academically sound and well rounded
- Two weeks 'in residence' in Auckland
- Academic, Vocational, Social, Developmental

Rotary

New Zealand



National Science and
Technology Forum

9 – 23 January 2027



Elaine Mead

Forum Administrator

Application Instructions

All the documents referred to are found in a section further down the page.

Step One:

Complete and submit the online Application Base Data Form and save the email copy received as a PDF.

To complete this form you will need to know:




1. Your New Zealand Permanent Residency number (if not a NZ Citizen)
2. The name of your nominating Rotary Club to whom your application will be sent (your school Head of Science or Principal or school administrator can advise the Rotary Club supporting your school if you have not already made a connection with a Rotary Club)
3. Measles vaccination information

Step Two:


Complete the Application Supplementary Information Form and save as a PDF.

Required Documents

Check you have fully completed PDF versions of all these documents before sending your Application email

- [Application Base Data Form](#) 
- [Application Supplementary Information Form](#) 
- [Applicant and Parent/Guardian Declaration Form](#) 
- A letter from either the School Principal or Head of Science, Mathematics and/or Technology
- Letter to your nominating Rotary Club

Downloadable Documents:

- [Forum Brochure](#) 
- [Student Interview & Appraisal Form](#) 
- [Funding Record and Agreement Form](#) 
- [Nominating Rotary Club Endorsement Form](#) 

Please ensure you have completed all of these forms and send them to your District Coordinator.

Ongoing

Build and maintain relationship with local secondary school(s)

Phase 1

Online applications by students.

Phase 2

Rotary clubs interview applicants and send shortlist of nominations to District Forum Coordinator

Phase 3

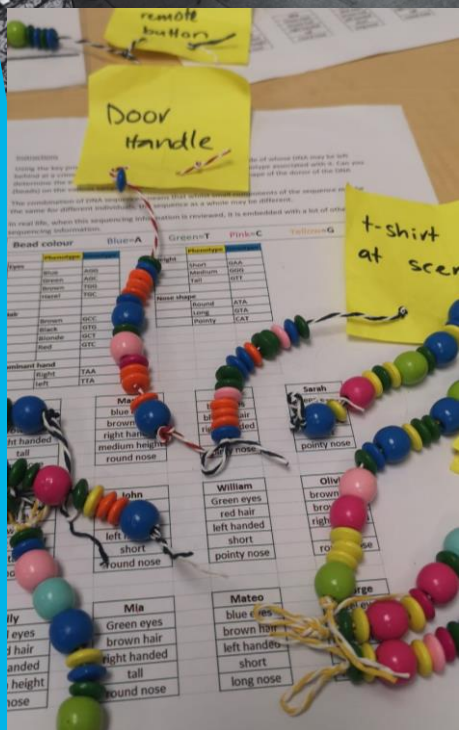
District Forum Coordinator reviews District applications and sends shortlist of nominations to Forum Director

Phase 4

Selections made, advised and confirmed with payment of fee

RNSTF FUNDING

- The 2027 Forum fee is \$2560 (incl GST)
- From experience, students and/or their family, who have made some contribution to the fee are more committed.
- The funding percentages/sources are variable:
 - 50/50 Club and Student/Family
 - Split between club, student/family and school
 - Funds sourced from other Trusts, local community funds, other Rotary clubs
- This should be discussed and agreed at the interview and the Funding Form signed then or as soon as possible afterward.



- 1 June 2026 Applications Open
 - 9 August Applications Close
 - 14 September Club Interviews completed
 - 21 September Club nominations to District Coordinator
 - 6-11 October Clubs advised by DCO of outcome
 - 6-13 October **Clubs advise students of outcome**
 - 23 October Student portion of fee paid to club account
 - 30 October Clubs pay Forum fees to District account
 - 9-23 Jan 2027 FORUM
- \$2,560 (GST incl)**

rotary youth leadership awards

RYLA

Fay Norman (Rotary North Shore)

Past RYLA administrator

For Rotary District 9910, RYLA is a premier leadership program designed for young professionals and aspiring leaders. It challenges participants to expand their potential through professional development, outdoor activities, and team building.

- Week-long, residential programme.
- Delegates are sponsored either by a local Rotary Club or a local business
- Administered and facilitated by Rotarians and supported by professional speakers
- D9910 age range is 20 – 28 years
- Limited to 40 delegates

RYLA

Process

1. Set 2026 - 27 budget \$1,200 - \$1,300 per delegate
2. October - reserve a place
3. September - December seek applicants and interview.
4. End of January submit application
5. February - March applicant receives confirmation and information.
6. Arrange a date to present at a club meeting
7. Stay in touch with your delegate.

Current Status

- Currently in abeyance
- Looking for 4 -5 people who would be eager to revive this amazing programme.

<https://www.rotarydistrict9910.org/page/rotary-youth-leadership-awards>



EXPAND OUR
REACH

TELLING OUR STORIES

Vicky Gledhill-Harris





BRANDING AND WHY IT'S IMPORTANT

Branding and why it's important

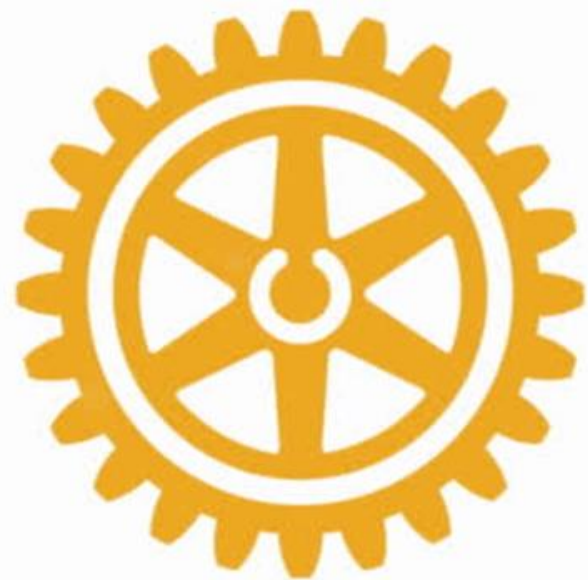
People's perceptions of Rotary come from their experiences with our clubs and programs, as well as from the stories we tell and the images we share. In addition to offering people a great experience, keeping our communications consistent and compelling strengthens our brand and reinforces that we're people of action. A strong brand helps us engage and attract more members, participants, donors, and partners.

Introducing



<https://brandcenter.rotary.org/en-us>

Rotary



Bring Our Brand to Life

A consistent voice and unified visual identity are essential components of a strong brand.

Voice and Messaging

Our voice

focuses on four attributes that describe Rotary and our members: Persevering, inspiring, compassionate, and smart.

Think of them as Rotary's personality.

Rotary's voice is clear, persuasive, and reliable. It's personal and sincere.

Messaging

We want to distinguish Rotary from other organisations and appeal to all audiences by using compelling and consistent messages. Showing ourselves as people of action helps define Rotary for those who don't know us.

Messaging aims to provide a simple, consistent answer to the question, "What is Rotary?"



Tips for powerful communication

- **Consider your audience.** Adapt your stories to the people you're speaking to.
- **Be inclusive.** You want people to imagine themselves in Rotary and understand that Rotary is accessible to everyone.
- **Be specific.** Use compelling facts and clear examples of how your club has made a difference.
- **Avoid acronyms and abbreviations.** People who aren't part of Rotary often don't understand our structure or the terms and processes we use.
- **Include a call to action.** Think about what you want your audience to remember or respond to.
- **Demonstrate your impact.** Help people understand how your club's activities support stronger communities and create a better world.

Logo

Your club can help build brand recognition by using Rotary logos correctly and consistently. You should always use your customised club logo when promoting your club activities.

Your club logo includes the Masterbrand Signature (MBS) and the club name.

No other words should appear above or below the MBS.

You can use either the MBS or the simplified version of your club logo.

If the logo will be smaller than 1.25 cm (0.5 inches) or embroidered, the simplified version is recommended.

Find templates for creating your logo on the Brand Center



Avoiding Common Errors



Don't use the Rotary Masterbrand Signature without your club, district, or zone name.

Don't move around or manipulate the components of the Rotary logo.

Don't alter the Mark of Excellence to make it represent another object.

Don't use colours in your logo that aren't part of the template.



By using the Brand Center templates to create your logo, you can't really go wrong.

East Coast Bays
Rotary



 **Rotary**
District 9910 



East Coast Bays
Rotary
Club



Templates

A place to create materials to promote your club. There are templates to create People of Action ad campaigns, a Rotary Club brochure, a business card, and more.




Rotary
Club Name, District,
or Zone Number

OUR EVENTS

Date — event description, location, time.
Date — event description, location, time.
Date — event description, location, time.
Date — event description, location, time.

Join our next meeting or service project.
Contact our club president to schedule your visit.
We look forward to meeting you!

INSERT YOUR CLUB NAME
Insert name of your club president
Insert phone number
Email address
Website

Rotary
Club Name, District

**TRAVEL.
LEARN.
GROW.**



**ROTARY YOUTH EXCHANGE
LONG-TERM**

Long-term exchanges build peace one young person at a time. Students learn a new language, discover another culture, and live with host families for a full academic year. Become a global citizen. Start in one of more than 100 countries.



**TRAVEL.
LEARN.
GROW.**



**ROTARY YOUTH EXCHANGE
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**TRAVEL.
LEARN.
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Rotary
Club Name, District,
or Zone Number

FIRSTNAME LASTNAME
Rotary title, year

Tel +1-100-000-0000
Cel +1-100-000-0000
Fax +1-100-000-0000
Email address

Preferred mailing address 1
Preferred mailing address 2
City, State or Province
Postal code, Country
Website

Introducing

Canva

<https://www.canva.com/>

Using Canva to Create Designs

Canva makes it easy to create designs

Canva Professional can be purchased (although you can create great designs with the free version and you could apply for a Canva for Nonprofits account). Canva is intuitive and easy to use, with plenty of templates, graphics, images and high-quality photos.



6

Tips for first time users

- **Explore templates:** Canva offers a wide range of templates for various purposes, such as social media posts, websites, and presentations.
- **Utilise design elements:** Experiment with Canva's extensive library of design elements, such as icons, illustrations and shapes, to enhance your creations.
- **Learn shortcuts:** Familiarise yourself with Canva's keyboard shortcuts to speed up your workflow.
- **Utilise layers:** Understanding layers is crucial for organising your design elements effectively. Canva operates on a layer-based system, allowing you to arrange objects in front or behind each other easily.
- **Experiment and practise:** Canva is a user-friendly platform designed for creativity, so embrace trial and error to discover what works best for your projects.
- **Be brand-compliant:** Above all, ensure that your logos, fonts, and colours are Rotary International brand-compliant.



Colours

Rotary's brand colours should be used to create a consistent look across all Rotary communications. Colours should be used in their pure forms, never altered.

The logo colours are Rotary Gold and Rotary Royal Blue.

The other brand colours in the palette are for different elements of your promotional materials.

Colour Formulas

	Rotary Royal Blue As seen in the word "Rotary" in the Masterbrand Signature PMS 286C C100 M84 Y12 K3 Hex #17458f R23 G69 B143
	Rotary Gold As seen in the wheel in the Masterbrand Signature and the Mark of Excellence PMS 130C C0 M41 Y100 K0 Hex #f7a81b R247 G168 B27



Typography

Primary Fonts

Use the primary fonts for headlines and navigation labels.

FRUTIGER LT STD

47 Light Condensed
57 Condensed
67 Bold Condensed
77 Black Condensed

FRUTIGER

45 Light
46 Light Italic
55 Roman
56 Italic
65 Bold
66 Bold Italic
75 Black
76 Black Italic
95 Ultra Black

OPEN SANS CONDENSED

Condensed Light
Condensed Light Italic
Condensed Bold

OPEN SANS

Light
Regular
Italic
Bold

ARIAL NARROW

Regular
Italic
Bold
Bold Italic

ARIAL

Regular
Italic
Bold
Bold Italic

Secondary Fonts

Use the secondary fonts for body text, secondary headlines, and captions.

Sentinel

Light
Light Italic
Book
Book Italic
Medium
Medium Italic
Semibold
Semibold Italic
Bold
Bold Italic
Black
Black Italic

Georgia

Regular
Italic
Bold
Bold Italic

Sharing Your Clubs News

Promote the good work of your club to generate positive media coverage, and present your members as people of action.

Social Media

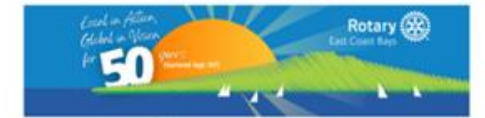
Social media is an easy way to connect with large audiences within and beyond your Rotary network.

Share news about your club projects and invite followers to learn more by linking your club website.

Websites

Your club website may be the first place for potential members, participants, or donors to encounter your club or Rotary.

Update your website frequently with images, club activities, and volunteer opportunities that provide community members with ways to engage with you.





Useful Resources

Rotary  | Brand Center

For Logos, Templates etc.

<https://brandcenter.rotary.org/>

Rotary  | My Rotary

Public Image Courses

<https://my.rotary.org/>

Canva

Design Tools - check out their beginners guide

<https://www.canva.com/learn/how-to-canva-beginners-guide/>

Any Questions

Don't hesitate to contact me if you would like any help.

Vicky Gledhill-Harris
advicsea@gmail.com



ENHANCE
PARTICIPANT
ENGAGEMENT

EXPAND OUR
REACH

WORKING TOWARDS RESOLUTION

PG Peter Garnett



LEADING A TEAM WITH DIFFERENT PERSPECTIVES

Who has had issues with unrest or conflict in their club?

Working with club members who have:

- Different perspectives?
- Different points of view?
- Different agendas?

LEADING A TEAM WITH DIFFERENT PERSPECTIVES

Think about a time when you succeeded in resolving a difficult situation or conflict in your club:

- What steps did you take to resolve it?
- What behaviors and skills did you use to resolve it?
- How did you build collaboration across different point of view?

WHY IS IT IMPORTANT TO ADDRESS ISSUES?

“Conflict always carries a risk of anger, hurt feelings, or disappointment. If conflict is handled incorrectly, it can damage relationships, disrupt work, or even affect our well-being.”

ADDRESSING CONFLICT

Having Difficult Conversations

- How would you plan for a discussion to address the issue?
- What would you discuss and how?

Having Learning Conversations

Instead of seeing a difficult conversation as a battle of messages, shift to thinking about it as a learning conversation.

USEFUL RESOURCES – LEARNING CENTRE

Professional Development



[View Professional Development Courses](#)



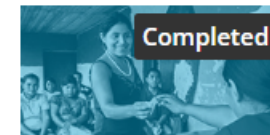
Essentials of Understanding Conflict



Engagement and Belonging Essentials 1

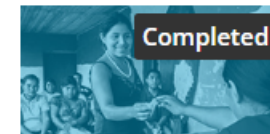
Courses in the Learning plan

3 E-learning | 1h 30m average time



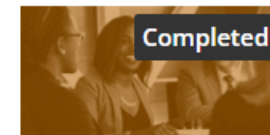
Fostering Engagement and Belonging
ENROLLED

Mandatory | EN | E-learning | 15m 00s



Preventing and Addressing Harassment
ENROLLED

Mandatory | EN | E-learning | 45m 00s



Uncovering Unconscious Bias
ENROLLED

Mandatory | EN | E-learning | 30m 00s

USEFUL RESOURCES – SPECIALIST HUB

[HTTPS://SPECIALISTHUB.ROTARYSOUTHPACIFIC.ORG/](https://specialisthub.rotarysouthpacific.org/)



[Search Specialists](#)

[Search By Area](#)

[Apply To Be A Specialist](#)

Specialist Hub

Connecting you with Rotary experts in your area.



Specialists In Every Subject

SPECIALISTS IN EVERY SUBJECT

Find A Specialist

Search through specialists using the filters below, then click the "contact" button to message that specialist.



RESET FILTER

ENTER

Search Term:

Location

Languages:

Membership:

Public Image and Partnerships:

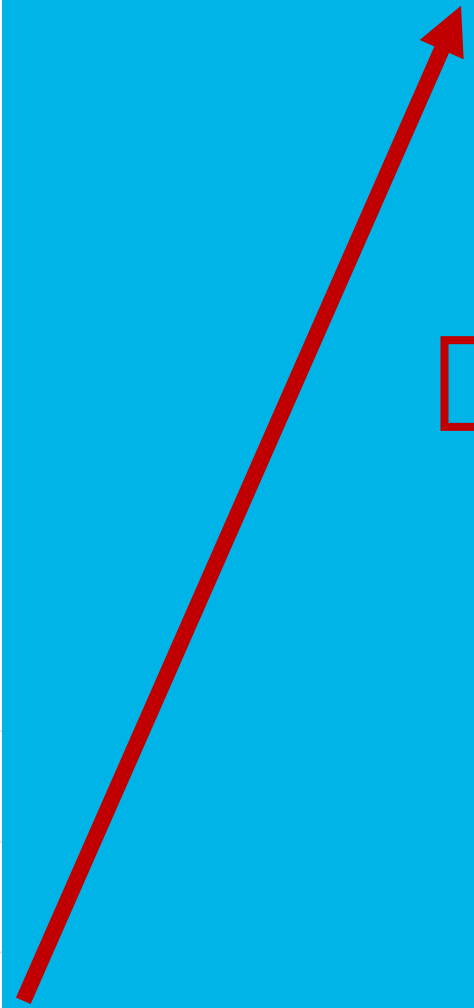
Service Projects and Partnerships

Major Funding and Grants (Non - TRF)

Learning and Development

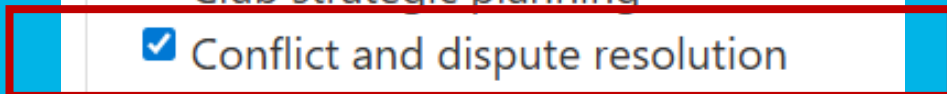
Diversity Equity and Inclusion DEI

Club Operations and Other Areas



Club Operations and Other Areas

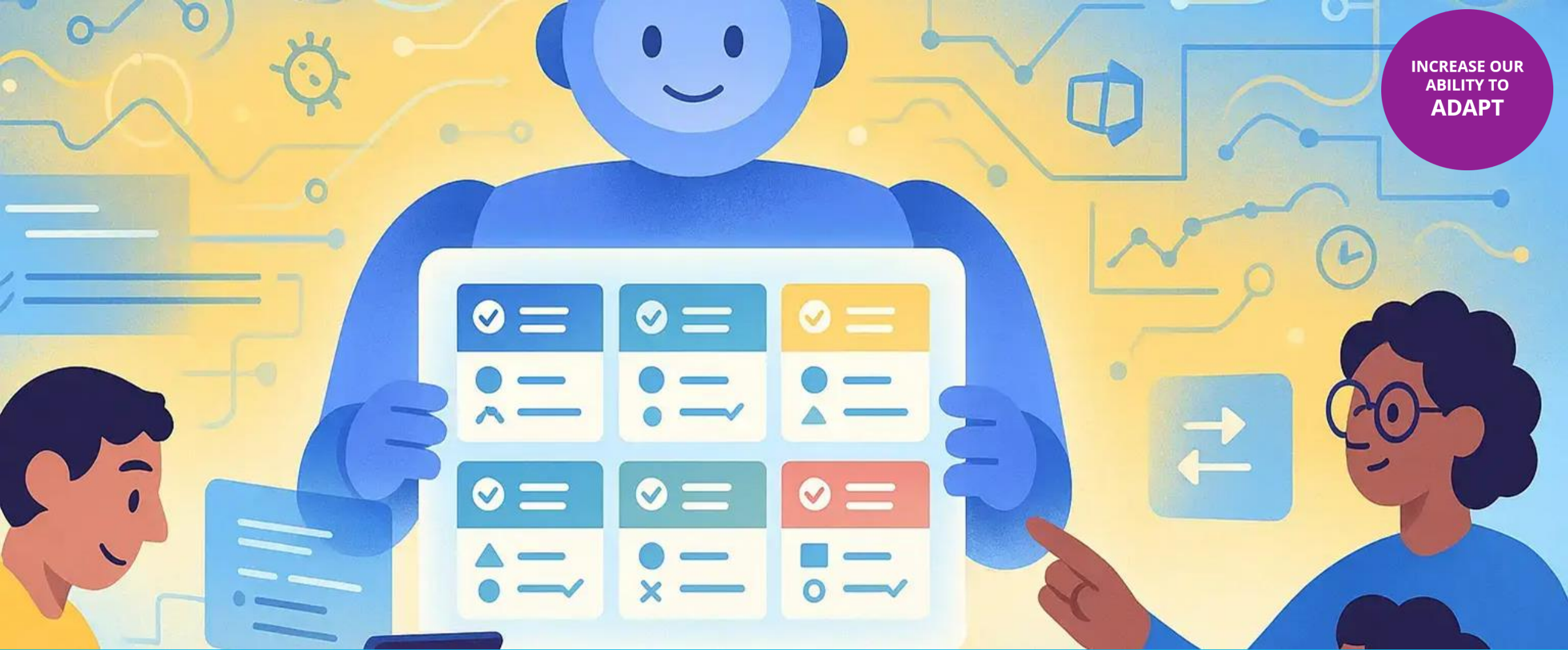
- Governance
-
- Club governing documents (constitutions and bylaws)
- Club strategic planning
- Conflict and dispute resolution
- Event management
- Finances and budgeting
-
- IT services (please specify which area you specialise in)
-
- Legal (please specify which area you specialise in)
- Website development





QUESTIONS

INCREASE OUR
ABILITY TO
ADAPT



AI TIPS & TRICKS

PG Matt McLeod

ROTARY CLUB LEADERS SEMINAR

Artificial Intelligence in Your Rotary Club

Unlocking opportunities, ensuring safety, and leading with a human-first approach.

Part 1: The AI Landscape

Understanding the major tools, platforms, costs, and key capabilities available today.

Major LLM Platforms Compared (NZ Pricing)

Platform	Key Strength	Free Plan Limits	NZ Local Pricing (Paid Tiers)
ChatGPT (OpenAI)	Creative writing, custom GPT assistants, logical reasoning	Strict rolling 5-hour rate limits; highly restricted file/image uploads	~NZD \$35.00/mo (Billed in USD as \$20/mo + local GST/FX)
Claude (Anthropic)	Exceptional document analysis, strategic planning, human tone	Dynamic message caps based on traffic (approx. 10-40 msgs per 5 hours)	~NZD \$35.00/mo (Billed in USD as \$20/mo + local GST/FX)
Gemini (Google)	Direct integration with Gmail & Google Drive workspace files	Generous daily limits (approx. 50 prompts/day); direct web search grounding	NZD \$36.99/mo (Direct local NZD billing, includes 2TB storage)
Copilot (Microsoft)	Office integration, real-time citation-backed web searches	Web ground search only; capped at approx. 15 turns per conversation session	NZD \$37.00/mo (Direct local NZD billing. <i>*Requires M365 plan to use inside Office Apps</i>)

Pros & Cons of Club AI Adoption

✔ Key Advantages

- **Saves Time:** Streamlines heavy administration, emails, and newsletters.
- **Ignites Creativity:** Drafts fresh fundraising ideas and project plans.
- **Supports Volunteers:** Lowers the writing barrier for non-communications specialists.
- **Polished Output:** Quickly formats professional reports or summaries.

! Key Risks

- **Lacks Human Touch:** Generates generic content if not carefully edited.
- **Inaccuracies:** AI can "hallucinate" incorrect or outdated facts.
- **Privacy Concerns:** Free public tools may use input data for training.
- **Brand Dilution:** Potential to violate Rotary logo and brand guidelines.

Part 2: Visual & Multimedia AI

Exploring creative tools for design, image generation, and video creation in
community projects.

Graphic Design & Canva for Non-Profits

Canva Non-Profit Program

Canva offers registered non-profit organisations and registered charities **100% free access to Canva Pro**. This includes full team collaboration features for **up to 50 users** per organisation, significantly cutting administrative costs.

Powerful Built-In AI Tools

Canva Pro unlocks "Magic Studio" tools to help your club generate and polish assets:

- **Magic Write:** Instantly rewrites drafts or expands brief notes.
- **Magic Media:** Generates eye-catching images from text prompts.
- **Background Remover:** Cleanly isolates photos for club flyers.

AI Image Generation Platforms



Google Gemini

Excellent for generating realistic, high-quality photos of community service and diverse groups. Perfect for representing your club's local impact and professional service projects.



DALL-E 3 (Copilot & ChatGPT)

Exceptional at text rendering inside graphics. Free via Microsoft Copilot or included with ChatGPT Plus subscriptions.



Canva Magic Media

Directly integrated into your workspace templates. Perfect for creating fast, context-specific social graphics and banner headers.

AI Video & Presentation Assistants



HeyGen / Synthesia

Create photorealistic "talking avatars" from text scripts. Fantastic for preparing short, professional welcome videos for new members or club introduction reels.

www.heygen.com /
www.deevid.ai



Google Gemini & KlingAI

Advanced video generator models that turn descriptive text prompts into 10-second cinematic video clips, useful for adding unique visual flows to presentations.

Gemini.google.com /
www.klingai.com



CapCut AI Tools

Automate background music synchronisation, generate instant captions/subtitles, and access smart video-editing templates tailored to social media platforms.

www.capcut.com



Rotary



Rotary and AI

Part 3: Practical Club Use Cases

How modern clubs can deploy these digital assistants to lighten the administrative load.

Where AI Can Help Your Club



Public Image

Draft compelling Facebook posts, newsletter stories, local press releases, or warm invitations for potential members.



Administration

Build meeting agendas, structure volunteer rosters, organise event checklists, and summarize board meetings cleanly.



Service & Projects

Brainstorm hands-on community service projects, draft grant application outlines, and review safety risk assessments.

Part 4: Guidelines & Practice

A look at official member policies and hands-on session challenges.



Rotary International AI Guidelines



Protect Confidentiality First: Do not input private member databases, financial sheets, youth details, or donor history into free public AI platforms. Treat every prompt as potentially public.



Never Generate or Alter Rotary Logos: Rotary International strictly prohibits using AI to generate or modify official marks. Download certified brand assets exclusively from the Rotary Brand Centre.



The Human-in-the-Loop Principle: AI-generated content can be inaccurate or biased. Always have a Rotarian fact-check, review, and edit every word before sharing to protect your club's reputation.



Practice Transparent Disclosure: When publishing significant text or flyers crafted primarily by AI, disclose it openly (e.g., *"Drafted with AI assistance, thoroughly reviewed by a Rotarian."*).

Tips for better AI results

1. Set the stage

Explain who you are: Tell the AI your specific role. E.g., *"I'm the President of a Rotary Club in Auckland.."*

Detail your objective: Define exactly what you are trying to achieve and who your target audience is.

Provide clear constraints: Ask for exact word counts, preferred tones (e.g., welcoming vs. official), or structured formatting (e.g., bullet points), UK English (not US!)

2. Treat it as a conversation

Challenge the initial output: Never assume the first draft is perfect. Treat the AI as a helpful assistant that needs clear direction.

Ask for iterative revisions: Don't start over. Prompt the AI with refinement requests like, *"This is too formal. Make it sound warmer, shorten it, and add a clear call-to-action."*

Shape the style: Feed back what worked and what felt generic to train the model to fit your club's voice

Hands-on Prompt Challenge

The 10-Minute Exercise

Open your favorite free AI app or website on your phone or laptop (ChatGPT, Gemini, or Claude) and copy/paste this prompt structure:

```
I'm the Public Image chair for the Rotary Club of [Your club name]. I need to create a Facebook post promoting our upcoming Cans For A Cause collection. Can you help me with this? At this stage we need more collection locations. Please make the tone warm and welcoming. UK English please. Collections are from 1st to 8th June.
```

Discussion: Did the AI capture the warm Rotary voice? How would you edit it to protect local branding and make it feel authentic?



www.chatgpt.com

gemini.google.com

www.claude.ai

Questions & Discussion

How will you guide your club's AI journey?

ENGLISH (EN)



Rotary International — Member FAQ on AI Use

This Frequently Asked Questions (FAQ) document is intended to help members of Rotary and Rotaract clubs understand how to use artificial intelligence (AI) tools responsibly in Rotary contexts. The document addresses common questions and provides practical guidance based on Rotary's current policies.

For more detailed information, members should consult the [AI Guidelines for Members](#) and review Rotary International's [Terms of Use](#), which govern the use of Rotary content, services, and platforms.

1. What is AI, and how does it relate to Rotary's work?

AI (artificial intelligence) refers to computer systems that can generate content, answer questions, or make predictions. Rotary encourages members to use AI responsibly to support club projects, strengthen communications, and increase Rotary's impact. Rotary uses AI ethically and responsibly, in alignment with our mission and values, by promoting fairness, environmental sustainability, and human-centered decision making.



Access official guidelines

<https://my-cms.rotary.org/en/document/ai-guidelines-for-members-rotary-international>



ENHANCE
PARTICIPANT
ENGAGEMENT

EXPAND OUR
REACH

INCREASE OUR
ABILITY TO
ADAPT

DIVERSITY, EQUITY, INCLUSION & BELONGING

DG/GE Mitchell Brown



Weaving Diversity, Equity Inclusion and Belonging into everything we do

Rotary South Pacific DEI Club Framework Tool [Rotary South Pacific](#)



Why is DEIB so important right NOW?
Write up on a post-it and share with a partner



Rotary South Pacific DEI

Key Performance Indicators 2025-2026



Our WHY

Diversity is a fact.
Equity is a choice.
Inclusion is an
action.
Belonging is an
outcome.

Arthur Chan



THE FOUR-WAY TEST

Of the things we think, say or do:

first

Is it the **TRUTH**?

second

Is it **FAIR** to all concerned?

third

Will it build **GOODWILL** and
BETTER FRIENDSHIPS?

fourth

Will it be **BENEFICIAL** to
all concerned?

Rotary South Pacific DEI Club Framework:



BACKGROUND:

A commitment to Diversity, Equity, and Inclusion (DEI) plays a crucial role in creating an inclusive environment where every individual is seen, heard, valued, and empowered. This fosters a sense of belonging and respect to attract new members who share the same purpose of service above self, and positive, purposeful community impact.

The Rotary South Pacific DEI Club Framework has been developed aligning to the RI DEI statement [Rotary's Commitment to Diversity, Equity, and Inclusion](#), [Rotary International](#) and global Rotary Action Plan (RAP) priorities: [Action Plan Overview \(PDF\)](#)



OUR PURPOSE STATEMENT:

The responsibility of the Rotary South Pacific DEI Team is to champion and advocate the benefits of a diverse and inclusive culture across the region in alignment with the work of the RI DEI Advisory Council.



OUR VISION STATEMENT:

Rotary South Pacific becomes a global leader in championing DEI transformation.



OUR COMMITMENT:

Rotary South Pacific exemplify and weave DEI into everything we do.

ROTARY SOUTH PACIFIC DEI CLUB FRAMEWORK 2025-2026

**EMBRACE DIVERSITY,
PROMOTE EQUITY AND
FOSTER INCLUSION**



Rotary South Pacific DEI Club Framework

ASPIRE

Set a bold but achievable DEI aspiration

Review and reflect on what is already known

Align club vision with RI DEI statement

ASSESS

Build the fact base

Identify the gaps

ARCHITECT

Develop the plan

ACT

Monitor the steps taken and reflect on outcomes

Mobilize capabilities and resources

ADVANCE

Measure progress and sustain momentum

Review and identify what strategies and actions are sustainable

CALL TO ACTION

Invite members to reflect individually on their own knowledge and understanding of DEI.

Use the resources to review and build on member knowledge to align with the club vision and RI DEI statement.

RESOURCES

[Rotary's Commitment to Diversity, Equity, and Inclusion](#)
| Rotary International

[DEI Learning & Development: Committing to Diversity, Equity, and Inclusion](#)

[Update to RI DEI Code of Conduct](#)

[Diversity is part of Rotary's core values](#)

CALL TO ACTION

Invite members to complete the DEI Basics resource to build a club member DEI knowledge fact-base.

Use the Member diversity assessment resource to identify gaps and potential actions to increase DEI.

RESOURCES

[DEI Basics: 4 modules](#)

[Understanding DEI key terms and phrases](#)

[Member diversity assessment](#)

CALL TO ACTION

Invite members to utilise the range of resources to develop a plan of action to improve DEI inclusive club practices.

Note that the action plan can also be scaled up into a Rotary Community Group Growth Plan if appropriate.

RESOURCES

[Fit for purpose](#)

[Creating an Inclusive Culture](#)

[Rotary in Australia on the road to reconciliation](#)

[Rotary's People of Action: Champions of Inclusion](#)

CALL TO ACTION

Invite members to use the resources to implement the action plan, that includes tangible, measurable goals that can be internally or externally facing.

Some strategies can include:

- Increasing diversity in membership
- Creating an inclusive environment at events
- Adopting inclusive practices
- Planning and adopting a Reconciliation Action Plan or statement
- Planning and creating your own clubs DEI action plan

RESOURCES

[Working Toward Diversity, Equity and Inclusion: A Toolkit for Rotary District 5360 Clubs](#)

[D9675 See Reconciliation Action Plan](#)

CALL TO ACTION

Members to:

- Monitor the goals and analyse the outcomes and findings of the plan.
- Review their DEI plan.
- Expand the commitment to DEI amongst RCGs.
- Continue engaging with DEI learning opportunities across clubs, districts, and Zone 8.

RESOURCES

[DEI Intermediate: 4 modules](#)

[Learning and Development on preventing and addressing harassment](#)

[Uncovering unconscious bias](#)

Identify and Mobilise Rotary South Pacific DEI Champions

How:

- Incorporate DEI focus into PELDS 2026 -2027 in collaboration with Learning and Development
- Identify DEI Champions across every district within Rotary South Pacific in collaboration with District Governors/ DEI advisors / The Rotary Foundation
- Monitor use of RSP DEI Club Framework
- RSP DEI Impact Awards guidelines and nomination process out soon!



DEI *Champions*

Rotary South Pacific DEI team are committed to...

- Implementing the DEI Action Plan in 2026
- Collecting and sharing DEI stories across RSP platforms
- The DEI weave into PELS 2026 and within local District events where relevant
- DEI team collaboration, input and delivery within **ALL** RSP Regional Council portfolios



As Club, District and RSP Leaders you are committed to...

- Promote the use of the RSP DEI Club Framework
- Identify DEI champions in your district and clubs
- Nominate people, projects for the DEI Impact Awards



RSP Regional Council Team DEI

- **Website:** [Rotary South Pacific](#)
- [ROTARY SOUTH PACIFIC DEI CLUB FRAMEWORK 2025-2026](#)
- **Email:** For all enquires please use:
 - DEI@rotarysouthpacific.org



Edith Chaney 9920:
DEI@rotarysouthpacific.org



James Smith 9560:
james.smith@flinders.edu.au



Lucy Shao 9815:
lucy@monashrotaract.org.au



Teresa Ali 9920:
tessavero19@gmail.com