



Recruitment Information Pack

Contents

1. Letter of Introduction
2. Marketing Information
3. RYLA 2020 Information Pack
4. Important Dates for Rotary Clubs
5. Interview Guideline
6. Application Form

RYLA 2020

5th January – 11th January 2020

YMCA Camp Yarramundi

Rotary
District 9675



**rotary youth
leadership
awards**

To the Rotary Clubs of District 9675

Welcome to the RYLA Participant Recruitment Pack for 2020.

This is a handbook produced for all D9675 New Generation Directors and Rotarians involved in recruiting and selecting RYLA participants for the 2020 seminar.

The aim of the handbook is to ease the process of identifying the talent pool of youth between the ages of 19 and 25 in District 9675 and to help guide you through the recruitment process.

Please note that the application form has been edited from previous years and we are asking for further information on candidates following on from your interviews with them. It is very important that when you interview candidates you ensure that they are capable of attending the full week of RYLA- both physically and emotionally.

If you have any questions about the recruitment process or the RYLA 9675 program for 2020, please contact:

Mark Tanner

Registrar/Treasurer

Email: mark@tanner.net

Mobile: 0418 226 177

Cameron Edwards

RYLA Chair

Email: cameronedwards96@gmail.com

Mobile: 0422 638 235

Marketing and Publicity

Promoting the RYLA program is a great way to reach potential candidates. The 2020 District RYLA 9675 Committee has produced the support materials you will need to successfully market the program.

Potential candidates have the opportunity to contact you. Applicants can download the application form from the website and directly approach their local Rotary club. For further information, please access the RYLA website at www.rotarydistrict9675.org

Ongoing Communication

Rotary Clubs will receive regular RYLA updates in the form of a newsletter distributed through the Rotary District Bulletin. This form of communication will ensure that we are all involved in the 2020 RYLA experience.

RYLA

Important Dates for Rotary Clubs

Prior to September 2019

- Identify suitable applicants.

October 2019

- Interview nominees and identify suitable recipients.

30 October 2019

- Send application forms, accompanied by payment to:
 - *RI District 9675 RYLA Committee*
PO Box 10, Drummoyne, NSW, 2047

15 November 2019

- Make sure that your RYLA participants register online.

December 2019

- Invite candidates to attend your Club meeting and give a brief presentation

5 January 2020

- Transport Candidates to RYLA - Registration from 3:00pm

11 January 2020

- Support candidates by attending RYLA morning tea (10.30am).
Book tickets BEFORE 2 January 2020. Bookings must be made online –
<https://www.trybooking.com/BCXBW>.

11 January 2020

- Transport candidates from RYLA by 12pm

March 2020

- Invite RYLA attendees to your Club to give a detailed presentation of the Seminar.

Interview Guidelines

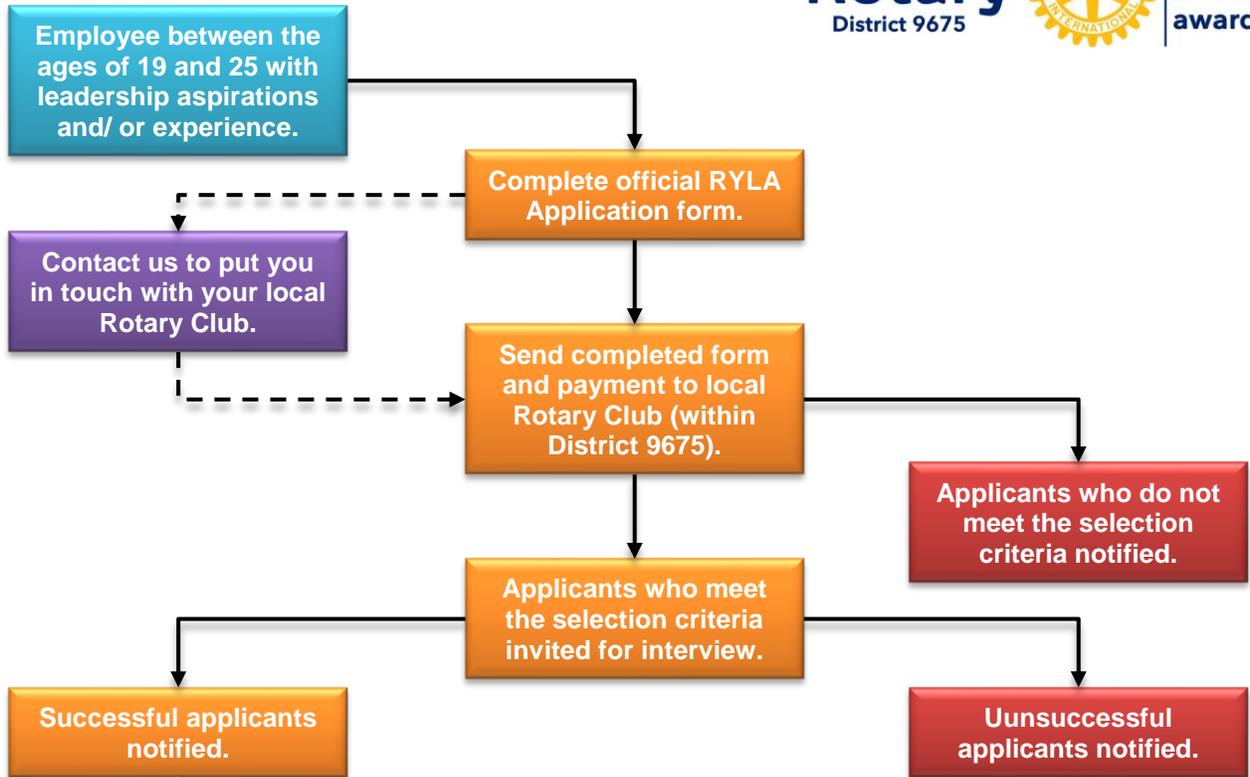
*Interviewing RYLA Applicants is a great way to get to know them and build rapport with them. It is also an opportunity to make an informed choice to ensure that **suitable candidates** aged between 19 and 25 demonstrate leadership ideas through their work, community involvement or study are selected to attend RYLA.*

Suggested Questions:

- What are the most interesting things you have learned at school, college, work, etc?
- What leadership tasks, committee positions, or organisation responsibilities have you been involved in?
- What are you hoping to get out of attending RYLA?
- What are you passionate about? Where do you see yourself in 5 years?
- Describe a situation, (such as achieving a goal, dealing with a difficult situation), where your leadership skills were utilised?
- What do you think are the traits of a good leader?
- What do you think are the issues that affect today's young adults?

Crucial Questions:

- **Do you have any concerns about attending a week-long camp?**
- **This camp is an incredible experience, but it is also an intense week full of activities and challenges- do you have any concerns about your ability to engage with this long program?** (eg. Consider mental health, family commitments, time commitments, previous history of trauma or drug and alcohol issues that might be impacted by a high-pressure environment)
- **Have you discussed time off to attend RYLA with your employer or university?**



Step-by-Step Guide to the RYLA Recruitment Process



Frequently Asked Questions

When is RYLA?

RYLA 2020 will be held from Sunday 5th to Saturday 11th January 2020 at YMCA Camp Yarramundi, Springwood Road, Yarramundi NSW 2753 -

<http://www.facebook.com/RYLA9675>

Why choose RYLA?

RYLA is hosted by Rotary, a reputable not for profit organisation whose mission is to provide humanitarian service, encourage high ethical standards in all vocations and build goodwill and peace in the world.

The program is designed to:

- Build on the existing leadership of participants,
- Encourage participants to further develop their own skills, talents and abilities, and
- Remind participants of their responsibility to their communities and to the world.

What will RYLA do for you?

RYLA represents the commitment that partner businesses and industry make to their employees and is an indicator of corporate citizenship.

Participants return from the program fully motivated, with a renewed sense of self and emphasis on proactivity, and, as such, add value to the broader organisation/ industry to which they belong.

What will RYLA do for your employees?

A challenging seven-day program, RYLA will offer your employees a unique networking opportunity to meet goal oriented and motivated individuals from different backgrounds and to access some of Australia's most influential and motivational speakers, experts in a variety of fields.

Core curriculum utilises workshops and lectures that introduce the fundamentals of effective leadership.

Your employees will have the opportunity to put their leadership skills into action in practical applications throughout the week.

Who can apply?

Invitation for RYLA applications are open to youth with leadership aspirations and/ or experience between the ages of 19 and 25.

- Successful participants will demonstrate the following basic criteria:
- Leadership experience or potential, demonstrated through community, business, social and educational activities or organisations;
- Commitment to ongoing learning; Strong communication skills; Awareness of current events.

How can one apply?

All interested candidates must complete an official RYLA Application form and return it to their local Rotary Club within District 9675.

Please refer to the Step-by-Step guide to the RYLA Recruitment Process for more details.



How much does RYLA cost?

The total cost of the program is \$795.00 (inclusive of GST per participant. Each Rotary Club within District 9675 aims to sponsor one or more RYLA participants each year.

However, organisations that cover the total cost of the program for nominated participants will be guaranteed a place in the program. Maximum of 3 participants per organisation and all applicants must take part in the RYLA recruitment process, which includes interview by a Rotary Club within District 9675 and meetings with Rotarians pre-and post RYLA.

Need more information?

Visit the RYLA website at www.rotarydistrict9675.org

OR

Mark Tanner - Registrar/Treasurer

Email: mark@tanner.net

Mobile: 0418 226 177

Cameron Edwards - RYLA Chair

Email: cameronedwards96@gmail.com

Mobile: 0422 638 235

APPLICATION FORM

SUNDAY 5th –SATURDAY 11th JANUARY 2020

Applicant Details

| | | | | | | |
|---|----------------------|----------------------|--|--|----------------------------|----------------------|
| Title: | <input type="text"/> | Given Names: | <input type="text"/> | | | |
| Surname: | <input type="text"/> | | Gender: <i>(please circle)</i> | <input type="text" value="Male / Female"/> | | |
| Preferred Name <i>(e.g. Liz):</i> | <input type="text"/> | | Date of Birth: | <input type="text"/> | | |
| Email Address: | <input type="text"/> | | | | | |
| Shirt Size: | S | M | L | XL | XXL (Please Circle) | |
| Phone: | (h): | <input type="text"/> | (w): | <input type="text"/> | (m): | <input type="text"/> |
| Home Address: | <input type="text"/> | | | | | |
| Suburb: | <input type="text"/> | | | Postcode: | <input type="text"/> | |
| Occupation: | <input type="text"/> | | Employer: | <input type="text"/> | | |
| Parent/Guardian Name & Email: | <input type="text"/> | | | | | |

Education

| High School | Level Completed | Year Completed |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

| Further Education | Institution | Level | Year Completed |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

| Other Awards / Certificates | Description | Year Received |
|-----------------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Leadership Experience

| Activity | Position | Responsibilities / Achievements | Year |
|----------|----------|---------------------------------|------|
| | | | |
| | | | |
| | | | |
| | | | |

Comments:

Other Interests, Achievements, Hobbies and Sports

| Activity | Position | Responsibilities / Achievements | Year |
|----------|----------|---------------------------------|------|
| | | | |
| | | | |
| | | | |
| | | | |

Comments:

**Do you play a musical
Instrument?** *(please circle)*

Instrument(s)

**Can you bring it to
RYLA?** *(please circle)*

Yes / No

Yes / No

Transportation

**How will you travel to
the RYLA venue?**

**How will you travel
from the RYLA venue?**

*Please note that RYLA participants will be unable to drive themselves home from the Venue.
Please discuss alternatives with your sponsoring Rotary Club*

Why I want to attend RYLA
 (Skills I bring and what I hope to get out of it)

Health & Wellbeing

Do you have any special dietary needs? (e.g. Gluten Intolerant, Vegan, Halal, Dairy-Free) (please circle)
 Yes / No

If yes, please specify:

Do you have any chronic illness, permanent disability, mental health issues or any other medical condition? (please circle)
 Yes / No

If yes, please specify:

Emergency Contact

Name:

Relationship:

 Phone:

Applicant's Declaration

I have attached a written reference from a Non-Rotarian (Please Circle)
 Yes / No

I declare that the above information is honest and true (Please Circle)
 Yes / No

I agree to attend the entire seminar from 5th January 2020 to 11 January 2020 (Please Circle)
 Yes / No

CLUB USE ONLY

(Note: application will not be accepted if this form is not completed)

The applicant listed above is sponsored by the ROTARY CLUB OF:

The applicant has been interviewed and selected by our club *(Please Circle)* YES / NO

The applicant has or will be attending one of our Club's meetings: *(Please Circle)* YES / NO

Applicant's strengths and reason for nomination

Any information the leaders need to know (eg. Candidate has Mental Health concerns or history of trauma)

ROTARY CLUB CONTACT:

Name:
Phone:
Email:
Working With Children Check:
Date of Birth:

ROTARY TRANSPORT CONTACT:

Name:
Phone:
Email:
Working With Children Check:
Date of Birth:

**Please post this application form & Cheque
(Made out to Rotary International District 9675)
for \$780.00 before 30 October, 2019 to:
Mark Tanner,
Rotary District 9675 RYLA Committee
PO Box 10, DRUMMOYNE NSW 2047**

Places are limited & as such, submission of an application with payment does not guarantee acceptance.



Information Pack

Sunday 5th January 2020

to

Saturday 11th January 2020

YMCA Camp Yarramundi

Selection Criteria

RYLA recruits only the highest calibre participants who have already been identified with exceptional leadership potential.

Invitations for RYLA applications are open to youth with leadership aspirations and/or experience between the ages of 19 and 25. Successful participants will demonstrate the following basic criteria:

- Leadership experience or potential, demonstrated through: community, business, social, educational activities / organisations.
- Commitment to ongoing learning
- Strong communication skills
- Awareness of current events
- Proactive nature

The Recruitment Process

Follow these seven easy steps:

1. Read your Recruitment Information Carefully

Read this handbook carefully to ensure you are aware of the dates & details for RYLA 2018

Visit the website: <http://www.rotarydistrict9675.org>

2. Source Potential RYLA Participants

Each Club should recruit one or more RYLA candidate/s. Suitable RYLA applicants are young adults aged between 19 to 25 demonstrate leadership ideals through their work, community involvement or study.

When sourcing RYLA applicants, consider the organisations in your local community with values aligned to these qualities. Some suggestions might include:

- Rotaract Clubs
- Young teachers working in local schools
- Young Ambulance, Fire Fighting and Police officers from local stations
- Volunteer firefighting and emergency services
- Tertiary institutions in your area (Universities, TAFE and private colleges)
- Local sporting clubs, musical clubs or art societies
- Organisations your club has supported

N.B. RYLA aims to challenge participants and offer a networking opportunity for like-minded youth from a variety of different backgrounds. This is an integral part of the RYLA experience. When selecting participants, you should be mindful of creating a healthy 'mix' of participants from different backgrounds and vocations.

Each RYLA candidate will need to fill in the official 2018 RYLA Application form and return to your Rotary Club. Additional forms are available to download from the RYLA website.

3. Interview and Select Suitable RYLA Participants

Every RYLA Participant must be interviewed by their sponsoring Rotary Club.

Inside this pack is an application and interview form. These are tools to help you assess the suitability of your candidate/s for the RYLA 9675 program. Both forms must be completed and returned with your sponsorship monies to secure positions in the 2020 program.

Please return these forms with your cheque for \$795 (made out to Rotary International District 9750 with completed application forms before 30 October 2019 to:

Rotary District 9675 RYLA Committee

PO Box 10

DRUMMOYNE NSW 2047

Please make sure your candidate has discussed their attendance to the seminar with their employer

4. Your Successful RYLA Participant Registers Online

Once your sponsorship payment has been received and placement for your RYLA applicant/s has been confirmed via congratulatory letter, your candidates will need to register online. The password for online registrations will be sent in this letter of acceptance. A copy of the letter will also be sent to your Club.

Please note: The Registrar will advise the nominating club that the candidate's application has been accepted in writing (via letter or e-mail).

To register online participants should visit: <http://www.rotarydistrict9675.org> and go to the successful applicants' page to upload their details.

5. Get to Know your RYLA Participants

Have you introduced your successful RYLA participants to your Club members? Invite them to attend your Rotary Club meeting. This also provides a great opportunity to arrange transport of your sponsored candidates to the 2020 RYLA seminar.

NOTE: Each Club is responsible for **arranging transport to and from the RYLA venue** for their RYLA candidates.

District 9675 is concerned about the impact of fatigue on the RYLA participants following the RYLA camp, and asks all Clubs to ensure that RYLA participants do not drive home from the venue, but alternative transport is arranged for them.

6. Attend the RYLA Showcase Morning Tea

This Morning Tea event will enable participants to share their experiences with Rotarians, family and friends and mark the conclusion of the RYLA week. **Bookings must be made online – see <https://www.trybooking.com/BCXBW> for details**

Bookings will close STRICTLY 2nd January 2020, unfortunately due to venue restrictions & conditions, no changes can be made after 2nd January 2020.

7. Invite your RYLA Candidates Back to your Club to Share the RYLA Experience

What better guest speaker than a young RYLA graduate to share their experiences with your Club! Please ensure that once your RYLArian returns from the RYLA week you invite them along to a club meeting to enable them to share their experiences of the week with you.

Rotary
District 9675



**rotary youth
leadership
awards**

RYLA Showcase Morning Tea

This lunch event will enable participants to share their experiences with Rotarians, family and friends and mark the conclusion of the RYLA week!

**Saturday 11th January 2020
YMCA Camp Yarramundi**

\$8.00 per person

***Bookings must be paid for in advance on a non-refundable basis. Places are limited.
Bookings should be made at the time of RYLA application.***

Bookings must be made online – see <https://www.trybooking.com/BCXBW> for details

Bookings close STRICTLY 2nd January 2020, unfortunately due to venue restrictions & conditions, no changes can be made after 2nd January 2020.

RYLA Contacts

Cameron Edwards

RYLA Chair

Email: cameronedwards96@gmail.com

Postal Address:

PO Box 10, Drummoyne, NSW, 2047

Mark Tanner

Registrar/Treasurer

Email: mark@tanner.net

Visit the Website www.rotarydistrict9675.org