

ROTARY LEADERSHIP INTERNATIONAL, ZONE, DISTRICT & CLUBS

IN THE BEGINNING...



On February 23, 1905, Paul Harris, Gustavus Loehr, Silvester Schiele and Hiram Shorey gathered at Loehr's office in Room 711 of the Unity Building in downtown Chicago. This was the first Rotary Club meeting. They decided to call the new club "Rotary" after the practice of rotating meeting locations.

Rotary International Vision Statement

A photograph of four young women in school uniforms (white shirts and dark skirts) working together on a project. They are gathered around a table, looking at a large sheet of paper. The image is dimly lit, and the text is overlaid in white. The text reads:

TOGETHER WE SEE A WORLD
WHERE **PEOPLE** UNITE AND TAKE ACTION
TO **CREATE** LASTING
CHANGE ACROSS THE GLOBE
IN OUR COMMUNITIES AND IN OURSELVES

OUR MISSION

We provide service to others, promote integrity, and advance world understanding, goodwill, and peace through our fellowship of business, professional, and community leaders.

ROTARY'S CORE VALUES

The world today is not the same as it was when Rotary was founded in 1905. Demographics have shifted, the pace of change has accelerated, and technology has created new opportunities for connection and service. What hasn't changed is a need for the values that define Rotary:

FELLOWSHIP
INTEGRITY
DIVERSITY
SERVICE
LEADERSHIP

By honoring our past and embracing our future, we can evolve and keep Rotary not only relevant, but thriving.



ROTARY'S STRUCTURE

Rotary's Structure in 3 Parts:

Clubs – Rotary International-The Rotary Foundation

- The operations of a Club are overseen by its Board. The Club is an “Unincorporated Organization” for DCCA and falls under RI’s 501(c)(4) umbrella with IRS.
- The operations of Rotary International a member organization, are overseen by its **Board of Directors**. 501(c)(4)
- The Rotary Foundation is organized as a public charity operated exclusively for charitable purposes and governed by a **Board of Trustees**. 501(c)(3)

Clubs

Club Structure

Organized on the Club Leadership Plan

- President
- President-Elect
- Secretary
- Treasurer
- Directors/Committees

Club Committees

Recommended club committees:

- Club administration
- Membership
- Public image
- Rotary Foundation
- Service projects

And a Club Trainer



Club Committee Structure

OPTION 1: Standard Rotary Club Committees

COMMITTEES	Club administration	Membership	Public image	Service projects	Rotary Foundation
POSSIBLE SUBCOMMITTEES	<ul style="list-style-type: none">• Club program• Member communications• Website• Social events	<ul style="list-style-type: none">• Attraction• Engagement• New member orientation• Diversity	<ul style="list-style-type: none">• Media relations• Advertising and marketing• Web and social media	<ul style="list-style-type: none">• International• Community• Vocational• Youth service• Fundraising (for club projects)	<ul style="list-style-type: none">• Polio• Fundraising (for grants)• Grants



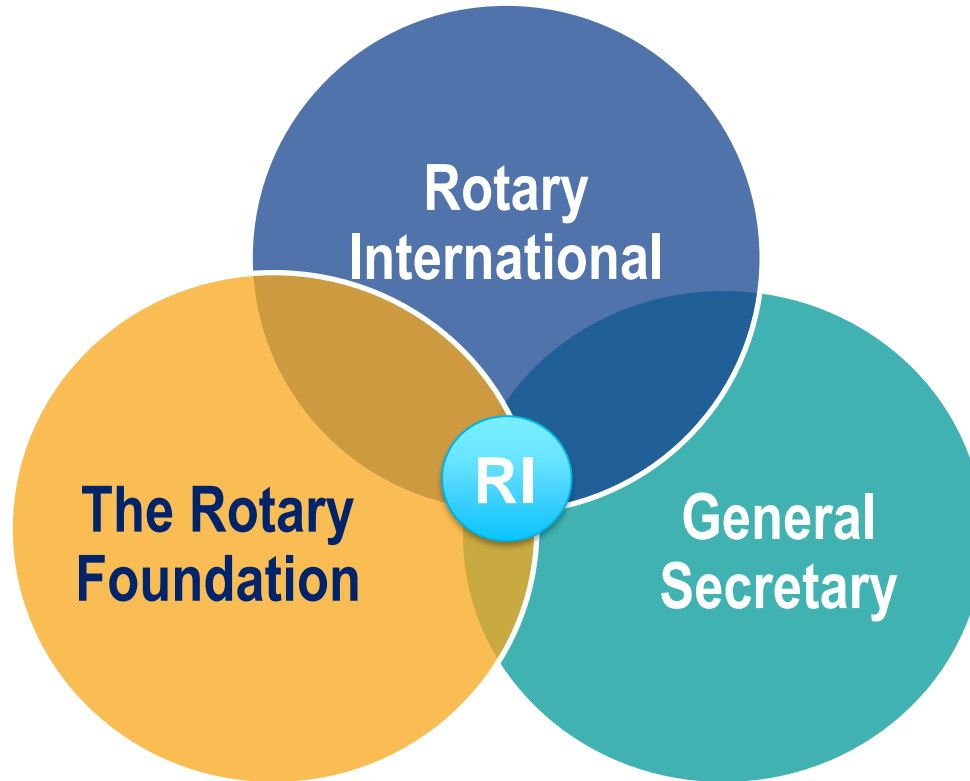
The Four Elements of Effective Clubs



Foundation of Fellowship and Service

Governance Structure

Rotary International – RI-TRF-GS

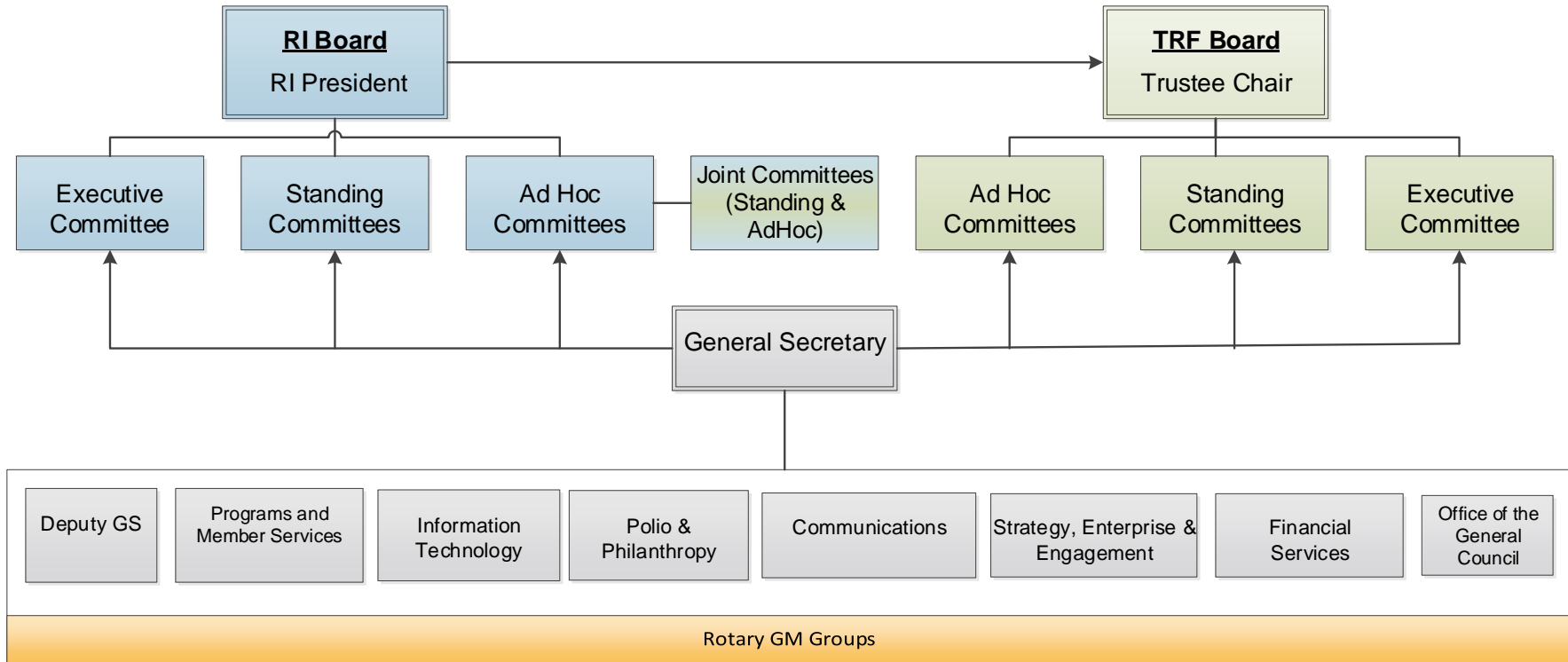


Rotary International Leaders with a staff of 800

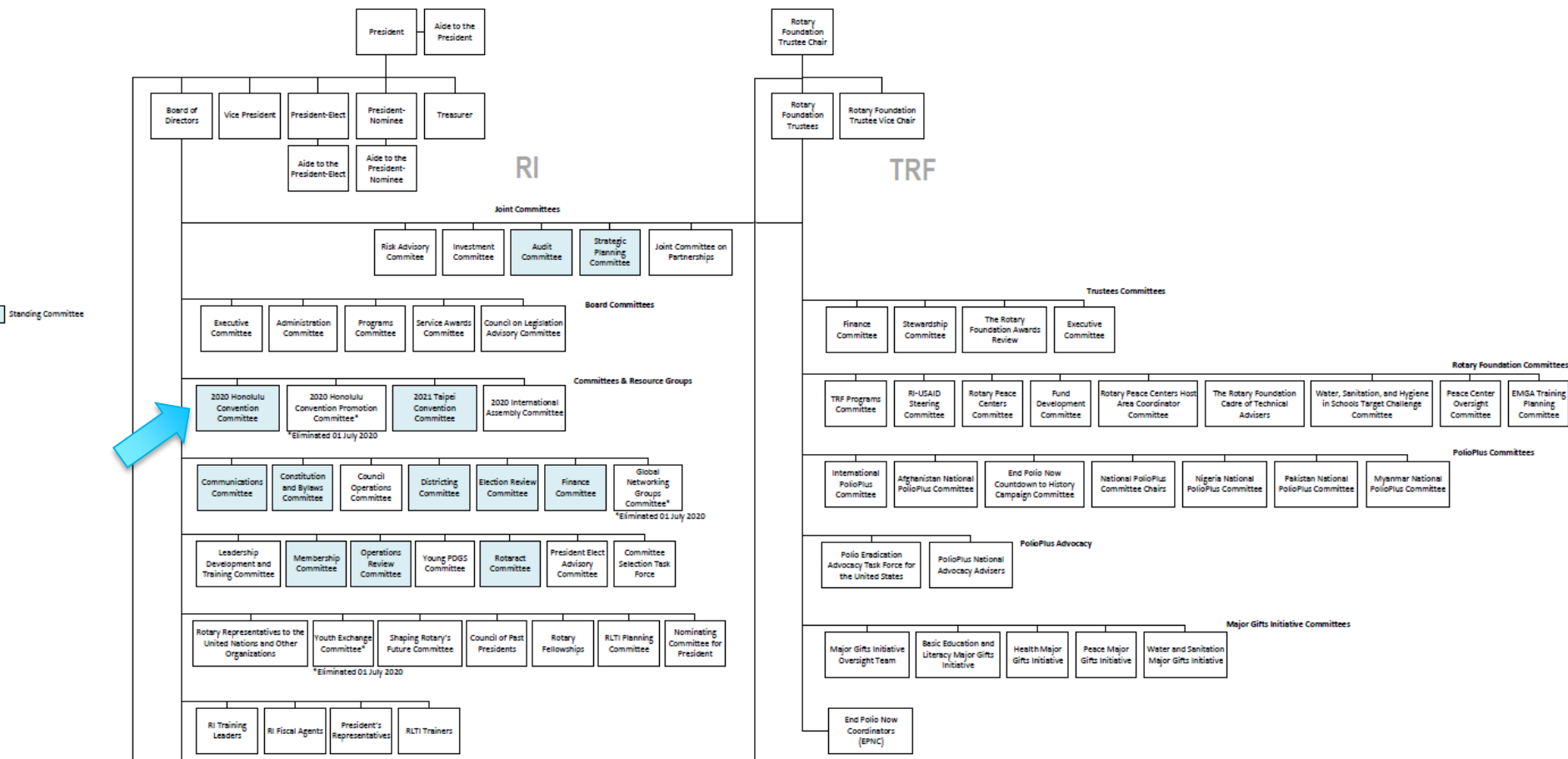
- President Shekhar Mehta (1 year term)
- Trustee Chair John Germ (1 year)
- General Secretary and CEO John Hewko
- Executive Staff
- Directors (2 years)
- Trustees (4 years)
- Regional Leaders (3 years, annual review)



The Organizational Chart



Governance – Committee Structure



Rotary International



The Secretariat

- 819 staff
- Six international offices
- 49 Languages spoken



THE STATS – ROTARY INTERNATIONAL

46,000	Rotary Clubs
	1,400,000 Rotarians
10,000	Rotaract Clubs
	203,298 Rotaractors
15,000	Interact Clubs
	342,953 Interactors
537	Districts
34	Zones
270	Countries



RI Presidents

- 2021-2022 Shekhar Mehta, India
- 2022-2023 Jennifer Jones, Canada
- 2023-2024 Gordon McNally (Nominee)
- Vice President 2021-2022 Valerie Wafer
- General Secretary and CEO John Hewko
- 2021-2023 Vicki Puliz, Director

RI President

The official requirements to become president of Rotary International are actually pretty simple:

A member must first serve as club president, district governor, and on Rotary's Board of Directors. Once a member has been a director, he or she is technically eligible for the presidency. However, most RI presidents have held additional leadership roles, including serving on committees that offer international experience.

The Rotary Foundation

Rotary Foundation Trustee

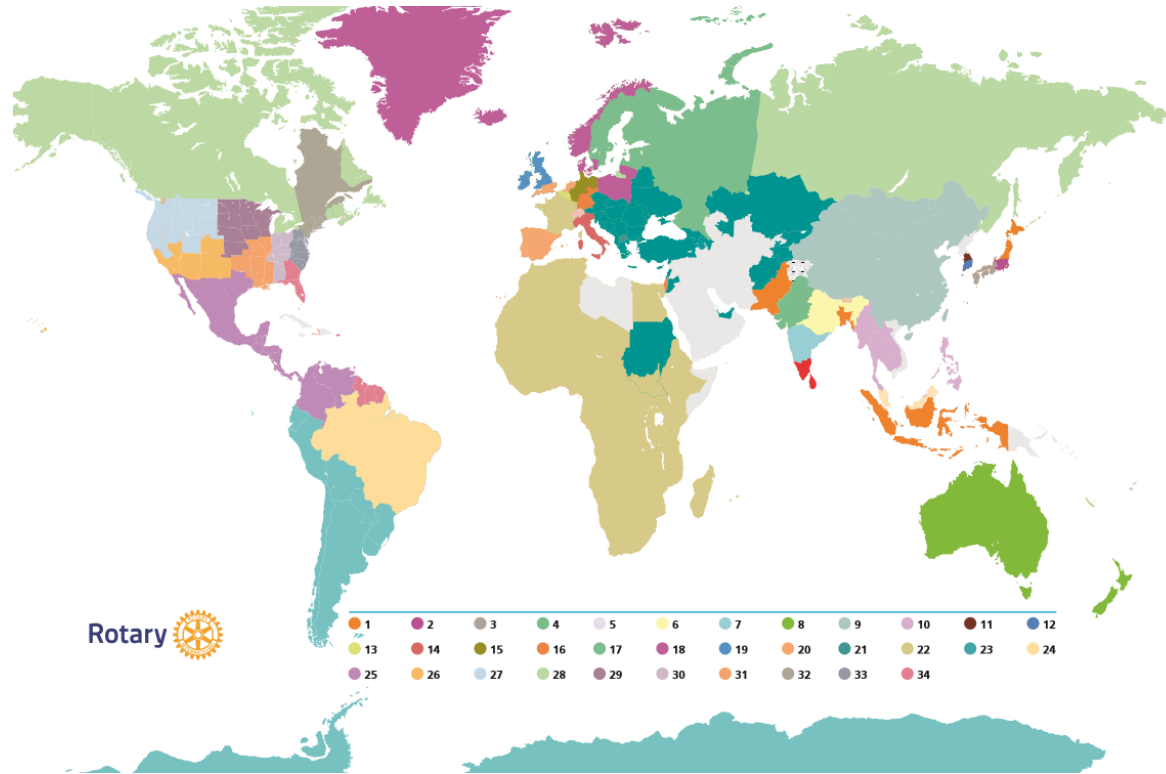
Trustees serve a four-year term, and they manage the business of the Foundation, which is the charitable arm of Rotary that funds service activities. The trustee chair is elected by the Board of Trustees and leads the Foundation for one year.

To become a trustee of The Rotary Foundation

- nominated by Rotary's president-elect
- elected by the RI Board

Zone Structure

Rotary Zones



Zone 26 & 27

There are roughly 535 Districts in the Rotary world, which are then organized into Zones. The Zones usually have around 18 Districts and there are 34 Zones.

We are in Zone 26 & 27 with Districts in Canada, along the west coast to Texas, Colorado, Wyoming and Montana.

VICKI PULIZ

Rotary International Director
Rotary Club of Sparks, Nevada



RI Director – Nominated by the Zone

Rotary's Board of Directors establishes policy for Rotary International and provides guidance to clubs. Past district governors are eligible to serve on the Board, but at least three years must have elapsed since the end of their term as governor. Candidates must have attended two Rotary institutes and a Rotary convention in the previous three years. Each director serves for two years.

Regional Leaders – Subject Matter Experts

- Rotary's regional leaders use their skills to support and strengthen clubs, focus and increase Rotary's humanitarian service, and enhance and heighten Rotary's public image. They also serve as trainers and facilitators at Rotary institutes, governors-elect training seminars, regional and zone seminars, district training, and other events. Regional leaders are appointed by the RI president or The Rotary Foundation trustee chair and serve a three-year term.
- The regional leaders are:
- **Regional Rotary Foundation coordinators** (RRFCs) assist clubs and districts in fundraising and can support them through Rotary's grant system. They also encourage Rotarians to support PolioPlus and the Annual Fund.
- **Rotary coordinators** (RCs) help clubs develop new strategies to attract and engage members. They also support district efforts to establish new clubs.
- **Rotary public image coordinators** (RPICs) provide marketing, media outreach, and social media advice to clubs and districts and help them implement Rotary's public image campaigns.
- **Endowment/major gifts advisers** (E/MGAs) promote major giving opportunities to Rotarians and other community donors.



Regional Leaders

Regional Coordinators (42 each)

Rotary Coordinator (RC)

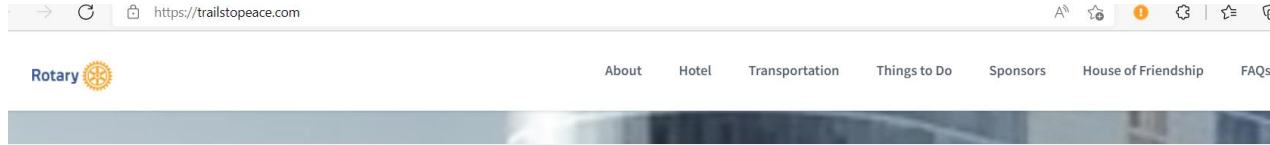
Rotary Public Image Coordinator (RPIC)

Rotary Regional Foundation Coordinator
(RRFC)

Endowment/Major Gift Advisor (E/MGA)

End Polio Now Coordinator

Annual Zone Institute : <https://trailstopeace.com/>



All Trails Lead to Salt Lake City, Home of the 2022 Rotary Zones 26/27 Institute

Join us in Salt Lake at the all-new Hyatt Regency Salt Lake City on November 10-12, 2022. This year's theme is Trails to Peace, and promises to be our best Institute yet. This very special conference, like our most recent Zone Institute in Tucson, will be adhering to all COVID-19 safety protocols.

[REGISTER FOR ZONE INSTITUTE](#)

Join hundreds of fellow Rotarians that have already registered and reserve your seat at the 2022 Zone Institute. Hotel



zone2627.org – Zone Resources


← → ↻ https://zone2627.org/virtual-library/ A ☆ ✓ ⚙ | ☆ ↻ (Sig)

f y v

Rotary
Zones 26 & 27

ABOUT US **VIRTUAL LIBRARY** CLUB/DISTRICT RESOURCES INSTITUTE & SUMMITS ROTARY CALENDAR/CONTACT INFO

THE VIRTUAL LIBRARY



- ▶ Covid-19
- ▶ Diversity, Equity and Inclusion
- ▶ Education
- ▶ End Polio Now
- ▶ Membership Blog
- ▶ Online Meetings
- ▶ Tech Resources
- ▶ Videos
- ▶ Virtual Fundraising

"If Rotary is to be a revolutionary on occasions."

Rotary International



DISTRICT 5000 – HAWAII STATS

1,500 Rotarians

53 Clubs, including 2 eclubs (online)

4 Rotaract Clubs (from age 18)

34 Interact Clubs (12-18 years old)

2 Community Corps

RC of Honolulu was the first Club
chartered in 1915



District 5000
Hawaii

District 5000 Policy Manual

ROTARY INTERNATIONAL DISTRICT 5000 POLICY MANUAL

Adopted at the Rotary International, District 5000, Virtual District Conference,
Holomua, Joining Our Hearts & Minds,
May 16, 2021



District Structure

- District Governor
- Vice Governor
- District Secretary
- District Treasurer
- District Finance Committee Chairperson
- Assistant Governors

Note:

The District positions, committees and duties may change from year-to-year, depending on the needs of the clubs, the DG's discretion and the skills the chairs.

2022-2023 DISTRICT 5000 LEADERSHIP

District Governor

Chief of Staff

Assistant Governor

District Secretary

District Treasurer

Finance Chair

The Rotary Foundation

New Club Advisor

Public Image

District Governor Elect

District Governor Nominee

Randy Hart (Hilo)

Ted Faigle (Poipu Beach)

11 Assistant Governors

Sharon Scheele (Hilo Bay)

Corey Kawamoto (Hilo)

PDG Phil Sammer (Waikiki)

PDG Del Green (Downtown Hnl)

PDG Laura Steelquist (East Honolulu)

Joanne Laird (Lahaina Sunset)

Mark Merriam (Metro)

Ted Faigle (Poipu Beach)



District Committees

Manage District Committee Appointments

Rotary International collects district committee appointments to support specific district activities. The following district chairs serve a three-year term:

- District Rotary Foundation
- District International Service Chair
- District Membership Chair
- District New Club Advisor

Each district governor that serves during the three-year term of these district chairs agrees to the selection of that chair and have provided you with their written confirmation. Any removal for cause of these committee chairs must have the prior written approval of all the district governors (if selected) for each of the remaining years of the three-year term. Written approval to name a new chair or to remove a chair for cause must remain on file at the district and be available upon request from Rotary.

Standing Committees (Section 2.5 of Policy Manual)

- (1) District Rotary Foundation Committee *
 - (2) District Membership Development Committee *
 - (3) Past District Governor Advisory Council
 - (2) District Training Committee *
 - (3) District Public Image & Awareness Committee *
 - (4) District Conference Committee
 - (5) District Finance Committee *
 - (6) District Nominating Committee
 - (8) RI Convention Promotion Committee
 - (9) District Youth Services Committee
 - (10) (11) District Resolutions/Legislation Committee
- * RI Required Committees



Optional Committees per RI

- Alumni
- District Conference
- Nominating
- Rotary Convention Promotion
- Rotary Friendship Exchange
- Community Service
- International Service
- Interact and Rotaract
- Rotary Youth Leadership Awards (RYLA)
- Youth Exchange



Committee Qualifications

- Active Member, in good standing in a club in the District.
- Past District Governor, a past Assistant Governor, a past club President, or an effective past District committee member that has had previous experience as a member of the District committee.
- Attends District training seminars/assemblies



The Rotary Foundation

Responsibilities and Duties – Educate, Motivate, Inspire

- Educate clubs about the Foundation and inspire them to support its programs and fundraising activities. Your responsibilities also include authorizing the use of DDF for grants and qualifying the clubs in your district to apply for global grants. There are subcommittees for fundraising, grants, PolioPlus, Rotary peace fellowships, and stewardship. Your committee works to:
- Encourage clubs to offer at least two programs on the Foundation annually.
- Coordinate all Foundation fundraising and program participation.
- Decide how to use the District Designated Fund in consultation with the district governor and governor-elect.
- Plan and conduct a Vibrant Club Workshop in consultation with the governor and district trainer, as well as the district public image and membership chairs.



District Rotary Foundation Committee (DRFC)

Subcommittees

- (1) Annual Giving Committee
- (2) Permanent Fund Committee (Planned Giving & Major Gifts)
- (3) Rotary Peace Fellowships Committee
- (4) Scholarship Committee
- (5) Grants Committee
- (6) PolioPlus Committee
- (7) Paul Harris Society Coordinator
- (8) Vocational Training Team Committee
- (9) Alumni Committee
- (10) District Stewardship Audit Committee



International Service Committee

Responsibilities and Duties

As part of the district Foundation committee, you work to develop sustainable global grant projects that support Rotary's humanitarian service. Promoting these successful projects will demonstrate the importance of participating in Foundation programs.

- Recruit local Rotarians and alumni with expertise in project planning, Rotary's areas of focus, and Rotary grants.
- Serve as the main contact for the district's database of local experts that clubs can consult to improve projects and global grant proposals.
- Connect clubs to resources and support the grant work of the district Rotary Foundation committee.
- Collaborate with Rotarian Action Groups, the Cadre of Technical Advisers, and representatives of district alumni, Rotaractors, and peace fellows, to identify experts who can help plan and develop projects and global grants.



Membership Committee

Membership Committee

- Chair (3 year term)
- Subcommittees
 - New Club Development
 - Membership Attraction
 - Engagement
 - Retention

Qualifications Of Membership Committee

- Prefer Rotarians who have been successful in inviting new members to join Rotary, developing new clubs, implementing membership programs and who are members of clubs that have diversified membership.
- Consideration should be given to those who have served as chairs of club committee(s) related to membership attraction and engagement. In addition to the chair, as many committee members as possible should attend training conducted by your Rotary coordinator

Membership Committee Duties and Responsibilities

- In collaboration with the District Governor and district leaders, initiates membership development and retention strategies.
- Assists in the formulation of annual District membership and retention goals.
- Promotes the implementation of the Club Leadership Plan, with particular reference to membership development and retention.
- Educates, motivates clubs regarding new member orientation and mentoring.
- Disseminates Rotary International membership material to Assistant Governors.
- Serves as a resource regarding membership development and retention.
- In collaboration with Assistant Governors and Club Presidents, strives to achieve annual District membership and retention goals.
- Provide appropriate recognition to Rotary clubs and individual Rotarians for significant achievements in membership development and retention.



New Club Development Committee

- Develops and implements a plan to organize new Rotary clubs.
- Enrolls local Rotary leaders to assist in identifying communities which may support a new or additional Rotary club.
- Assists sponsoring clubs* in complying with Rotary International's procedures for the establishment of Rotary clubs.
- In collaboration with Assistant Governors, assists Rotary clubs which are at risk of failure by "pairing" them with strong clubs.
- Assists in achieving the annual District club extension goal.

* A new club can form without a sponsor club.



Attraction and Engagement Chair

- Assist clubs' recruitment efforts, paying special attention to small and weak clubs. Encourage each club to strive to represent the demographic composition of the community's professionals. Check your membership leads regularly and work with your district governor to determine who will manage them.
- Coordinate district wide membership development activities. Visit clubs to speak about innovation, flexibility, diversity, and ways to engage members. Encourage clubs to strive for RI or presidential membership recognition.



Training Committee

District Trainer Responsibilities

Developing the skills of your leadership team can improve your district's performance. The District Trainer prepares leaders for their year of service so they can keep Rotary going strong. You are responsible for providing Rotary leaders the knowledge and skills they need to lead their clubs and districts with passion and confidence.

The District Trainer's role may include the following:

- Serve as chair of the district training committee
- Manage training for your district including:
 - District team training seminar
 - Presidents-elect training seminar (PETS)
 - District training assembly
 - District Rotary Foundation seminar
 - Leadership development program



District Training Committee

At district training events, club and district leaders prepare for their roles and connect with each other. Your committee oversees the district's training plan and supports the district governor and governor-elect. You also:

- Help plan training events, including the logistics, program, speakers, training leaders, and evaluations.
- Consult with the governor and the district membership, public image, and Rotary Foundation committees on the Vibrant Club workshop.
- Support club trainers.

Public Image

Responsibilities and Duties

Effective public image strategies can help communities understand what Rotary does and how we're making a difference. Your committee promotes Rotary to the public and fosters understanding, appreciation, and support for our programs.

- Disseminates Rotary International public relations material to Rotary clubs.
- Maintains a database of media contacts for the use of Rotary clubs in the district.
- Seeks opportunities to enhance Rotary's public image.
- At Assemblies, distributes public relations "best practices" to Rotary clubs.
- Educates and motivates Rotary clubs and individual Rotarians to promote Rotary and its work in local communities, provincially, and nationally.
- Encourages Rotary clubs to showcase their projects within their communities and annually at the District Conference.
- Encourages each Rotary club to post one public service announcement each month in their communities.
- Initiates contact with media regarding newsworthy Rotary activities.
- Fosters the development of project partnerships with other organizations.
- Serves as a resource for Rotary clubs in accessing the media.



Website Coordinator

- Manages the District website
- As required, assists clubs with website and ClubRunner applications.
- Assists in training Rotarians, and promotes the use of the District website.
- Checks for accuracy of the database on ClubRunner.
- Encourages clubs to update and maintain database of members.
- Assists district committee chairs with posted upcoming events on the website.

Community Service

Responsibilities

- Your committee works with clubs to develop local service projects that address your community's needs. You encourage clubs to follow the [lifecycle of a project](#) and use Rotary's online tools for planning, implementing and evaluating. You also encourage clubs to visit [Rotary Showcase](#) to find project partners and browse for ideas.
- Assist clubs with community service by connecting them to local organizations, district committees and other Rotary groups focused on service.
- Promote vocational service by encouraging club members to use their talents and professional skills to plan and carry out service projects.
- Motivate clubs to provide community service and highlight successful projects.

Youth Service

Programs

- Interact
- Rotary Youth Leadership Awards (RYLA)
- Youth Exchange

Note: Rotaract is no longer a “Program” and has been elevated

Rotary Youth Leadership Awards

Through Rotary Youth Leadership Award events, clubs develop young leaders while inspiring them to connect, exchange ideas, and take action in their schools and communities. Your committee promotes RLYA by:

- Assisting with the organization of RYLA events in your district.
- Connecting young leaders, including Interactors, Rotaractors, and Youth Exchange students, to RYLA and Rotary's global community.
- Keeping RYLA alumni engaged with Rotary.
- Promotes, organizes, and facilitates leadership training weekends for youth ages 16-18, and 18-25.
- Develops the RYLA training curriculum.
- Recruits training facilitators and speakers.
- Promotes the program across the District.
- Encourages Rotary clubs to sponsor candidates.



Youth Exchange

Rotary Youth Exchange builds peace one young person at a time. Students learn a new language, discover another culture, and truly become global citizens.

- Promotes the youth exchange program for high school students ages 15-19 to Rotary clubs.
- Arranges and facilitates orientation training for outbound students and their parents.
- Arranges and facilitates orientation training for inbound students.
- Facilitates and maintains Risk Management for Youth Exchange.
- In collaboration with District leaders, develops and ensures compliance with the Rotary International approved abuse and harassment policy of the District.
- Arranges and facilitates periodic group training and recreational activities.
- In collaboration with district and club leaders, provides ongoing support and encouragement to inbound students.
- Maintains regular contact with outbound students and their hosts.



New Generations Service Exchange

- New Generations Service Exchange is a short-term, customizable program for university students and young professionals up to age 30.
- Participants can design exchanges that combine their professional goals with a humanitarian project.

Rotaract

- District Rotaract Representative
- District Rotaract Chair
- Rotaract Council co-chaired by the Rep and Rotarian Chair

District Conference

Conference Committee

District conferences are an opportunity for clubs to exchange ideas and showcase their achievements. The district conference committee plans and promotes the conference. Committee members may include:

- Conference Chair
- Secretary and Treasurer
- Program, speaker
- Promotion
- Logistical arrangements
- Receptions
- Signage, print materials
- Audio-Visual
- Sargeants-at-Arms
- Fundraising



Committee Responsibilities

Each year, districts are asked to hold a conference for club members so they can learn about what's happening in Rotary and their district and meet other Rotarians in the area. The conference usually lasts one to three days and includes:

- A visit from a president's representative, who gives an update on Rotary International and inspires and motivates participants
- A report on the district, including its successes and challenges
- An official business meeting to discuss and vote on important district matters
- Local and international speakers giving information on topics relevant to district members
- Time to network, reconnect with friends, and find inspiration for continuing service and community leadership

Nominating Committee

Role of the Nominating Committee

Each year, the District Nominating Committee shall select (i) a District Governor Nominee Designate, and (ii) a Vice-Governor for the following Rotary year.

- Your committee nominates the most qualified Rotarian to serve as district governor. Together you:
- Conduct a fair and open selection process.
- Find and nominate the most qualified person.
- Interview all candidates for governor, who can be suggested by clubs or by the committee.

Committee Composition

The District Nominating Committee shall consist of five (5) Past District Governors plus (4) Past Presidents (one from a club in the County of Kauai, one from a club in the County of Maui, one from a club in the County of Hawaii and one from a club in the City and County of Honolulu). It is recommended, but not required, that the District Governor budget for transportation expenses for individuals who do not reside on the same island where in-person candidate interviews are to be conducted.

Past President Committee Members

The past President committee members shall be immediate past Presidents who have successfully completed their year as club president in District 5000, who have expressed a willingness and ability to serve on the District Nominating Committee and whose club meaningfully participated in a District club recognition program (e.g., Club of the Year, Club of Excellence, etc.) during their year as club president. Each representative, plus one alternate in the event such representative later becomes unwilling or unable to serve, shall be selected by a random selection process to be overseen by the Assistant Governor(s) from the same county, and conducted at a District Meeting designated by the District Governor.

Finance Committee

Finance Committee

The district finance committee works closely with the governor to supervise the district fund, prepare the budget, recommend the per capita levy amount, and prepare the annual statement. You are responsible for maintaining the transparency of district finances and ensuring that proper records of income and expenditures are kept

- Maintaining transparent financing and good stewardship makes sure that clubs remain in proper financial standing with RI and the district.
- Ensure that proper income and expense records are kept.

More

Ombudsperson

- (a) The District Ombudsperson is responsible for investigating reports of misuse or mismanagement of TRF or District grant funds. The District Ombudsperson must be a Rotarian.
- (b) Concerns raised over the use of TRF or District grant funds will be forwarded to the District Ombudsperson who will investigate the concerns and report the findings in writing to the District Governor.
- (c) The District Ombudsperson's report shall include, without limitation, the following: (1) A description of the complaint; (2) The facts discovered during the investigation; and (3) Recommendations.
- (d) The District Ombudsperson will retain a log of reports of misuse or mismanagement and associated investigative reports

District Secretary

The District Secretary shall be a Rotarian knowledgeable in Rotary, familiar with district meetings, who can assist the District Governor in making arrangements for district meetings, handling correspondence, compiling minutes of district meetings, collecting and reporting membership statistics and keeping records. (b) The District Secretary shall:

- (1) Provide ongoing communication with and problem solving for Club Secretaries. The District Secretary is encouraged to develop, maintain and update a list of FAQ (frequently asked questions and answers) to help Club Secretaries anticipate situations/problems.
- (2) Train incoming Club Secretaries, at the District Assembly/Assemblies. Proactively reach out to Club Secretaries to get them to their District Assembly. Train new Club Secretaries who come on during the year or miss the assembly.
- (3) Maintain an up-to-date list of Club Secretaries.
- (4) Keep abreast of Rotary attendance rules, classifications and inform club secretaries on changes.
- (5) Monitor and maintain up-to-date attendance and membership statistics for the District and ensure that they are posted in the District newsletter and on the District web site. Alert the District Governor, the District Membership Chairperson and the appropriate Assistant Governor of any potential issues or problems identified during the process.
- (6) Take and maintain the minutes of District meetings and distribute minutes accordingly. (7) Retain and be responsible for all the historical records of the District and act as chief archivist of district records.

District Treasurer

The District Treasurer shall:

- (1) Be the custodian of all District funds in accordance with Section 5.6, and all District financial records and books of account.
- (2) Send to each club a statement of its per capita dues.
- (3) Collect the district per capita dues.
- (4) Promptly pay all District expenses upon receipt of proper documentation and authorization from the District Governor.
- (5) Maintain the District's books of account in a manner and form that will facilitate preparation of financial reports required hereunder as well as required reports to Federal and State of Hawaii tax authorities.
- (6) Prepare a statement of cash receipts and disbursements on no less than a quarterly basis
- (7) Prepare all required District reports to Federal and State of Hawaii tax authorities when due.
- (8) Prepare a reimbursement form for reimbursement requests payable from District funds.



Travel Coordinator

The District Travel Coordinator, in consultation with the District Governor, is responsible for developing and implementing the District's airline travel policy and maintaining a corporate travel account for the District to maximize potential corporate airline travel privileges, including, without limitation, discount airfares and cancellation and rescheduling privileges.

Per the Policy Manual: All airline travel arrangements for individuals whose airfare is payable through District funds shall be arranged through the District Travel Coordinator; unless otherwise approved by the District Governor.

Island Resource Team

Team Leader

Subject Matter Experts to assist club chairs:

Foundation

Membership

Public Image

Others as necessary

Past District Governor Advisory Council

The purpose of the PDG Advisory Council is to advise the District Governor on policy matters affecting the District and to assist the District Governor when called upon to do so.

The PDG Advisory Council shall be composed of all Past District Governors in the District who indicate a desire and willingness to actively serve on this committee and shall be chaired by the Immediate Past District Governor.

The PDG Advisory Council should hold at least two (2) meetings for each Rotary year, but such meetings need not be called if there are no necessary items for discussion.

Assistant Governors

One year, renewable up to 3 years at the discretion of the District Governor

As assistant governor, you are the connection between your clubs and the district. The relationships you build with club leaders make Rotary stronger.



Qualifications

Minimum criteria in selecting Assistant Governors should include the following:

- (1) Active Membership, in good standing in a club in the District for at least three (3) years;
- (2) Service as President of a club for a full term;
- (3) Willingness and ability to accept the responsibilities of Assistant Governor;
- (4) Demonstrated outstanding performance at the district level; and
- (5) Potential for future leadership in the District.

Assistant Governors are district appointees. Assistant Governors are not officers of Rotary International. Assistant Governors are to be appointed on an annual basis, with no Assistant Governor serving more than three (3) consecutive one-year terms to provide continuity in the District leadership. It is recommended that no Past District Governor serve as an Assistant Governor. The District Governor may make exceptions as deemed necessary or appropriate.

Requirements

In order to fully meet these responsibilities, all Assistant Governors are expected to:

- (1) Attend the District team-training seminar;
- (2) Attend the Pre-PETS and Presidents-elect Training Seminar (PETS) and the district training assembly;
- (3) Advise the incoming District Governor on district committee selections;
- (4) Attend and actively promote attendance at the District Conference and other District meetings; participate in Rotary Foundation programs, annual and special giving events, and other special assignments as necessary.

Responsibilities

- (1) Meet with and assist the incoming club Presidents before the beginning of the Rotary year to discuss the clubs' goals and to review the Planning Guide for Effective Clubs and section 2.010.1 of the Rotary Code of Policies (Failure to Function);
- (2) Attend each club assembly associated with the District Governor's official visit;
- (3) Visit each club regularly, preferably monthly with a minimum of one visit each quarter of the Rotary year, and meet with the club President and other club leadership to discuss the business of the club and resources available to them;
- (4) Assist club leaders in scheduling and planning for the District Governor's official visit;
- (5) Keep the District Governor posted on progress of the clubs and suggest ways to enhance Rotary development and address problems;
- (6) Encourage clubs to follow through on requests and recommendations of the District Governor;
- (7) Monitor each club's performance with respect to service projects;
- (8) Identify and encourage the development of future district leaders.



Chief of Staff or Lead AG - Optional

Coordinates the efforts of the Assistant Governors or as directed by the District Governor

District Governor

Qualifications

At the time of selection, the nominee will be called governor-nominee-designate and will assume the title of governor-nominee on July 1, two years before serving as governor. The governor-nominee must:

- Be a member in good standing of a functioning club in the district. (RIB 16.070.1.)
- Have full qualifications for membership in the strict application of the club membership provisions and have a classification whose integrity is without question. (RIB 16.070.2.)
- Have served as president of a club for a full term or be a charter president of a club having served the full term from the date of the charter to 30 June, provided that this period is at least six months. (RIB 16.070.3.)
- Demonstrate willingness, commitment, and ability, physically and otherwise to fulfill the duties and responsibilities of the office of governor as provided in section 16.090.
- Demonstrate knowledge of the qualifications, duties and responsibilities of governor as prescribed in the bylaws and submit to RI, through its general secretary, a signed statement that the Rotarian understands clearly such qualifications, duties and responsibilities. Such statement shall also confirm that the Rotarian is qualified for the office of governor and willing and able to assume the duties and responsibilities of that office and to perform them faithfully. (RIB 16.070.5.)



Role of the District Governor

The District Governor shall be the chief executive officer of the District and shall supervise its activities in accordance with this Policy Manual and the most recent edition of RI's Manual of Procedure. The District Governor shall preside at the District Conference and at such other meetings of the District where another leader is not specified herein. The District Governor shall be an ex-officio member of all District committees. Governors are elected by the district two to three years before taking office.

As governor-elect:

- Attend the governors-nominee and elect training seminar and [International Assembly](#) (1 week each)
- Conduct training for incoming district leaders and club leaders (Spring Training Assembly)
- Plan the district conference
- Qualify district for Rotary grants and conduct grant management training
- Appoint assistant governors and committee chairs
- Work with the governor and district leaders to create a district plan
- Learn about the district (as nominee)

District Governor

As a district governor you have proven strong leadership skills and decision making. During your year in office, clubs will look to you for leadership, support, and motivation as they carry out service projects and participate in Rotary programs. **What you do:**

- Strengthen clubs, organize new clubs, and grow membership
- Encourage contributions and other support for The Rotary Foundation
- Promote positive public image and serve as spokesperson for district
- Develop a safe environment for youth participants
- Conduct district conference and other meetings
- Supervise district nominations and elections
- Prepare budget, provide annual report, and help administer District Designated Funds
- Complete online district qualification
- Work with governor-elect and other district leaders

And More

- Conducting, implementing, or reviewing district strategic planning with the DGE and DGN
- Promoting membership growth and engagement by working with district leaders and club presidents to set realistic membership goals for each club
- Managing online membership leads with your district membership committee chair, including promptly reviewing and assigning leads to clubs
- Serving as a spokesperson for your district and Rotary when appropriate
- Helping the governor-elect plan and prepare for incoming officer training meetings
- Conducting district events, including the district conference and a Vibrant Club workshop
- Supervising the district leadership team
- Officially visiting each club (through meetings with one or more clubs), to raise awareness of important Rotary issues, support struggling clubs, motivate club members to participate in service, and recognize members' contributions
- Communicating at least monthly with each club president and secretary
- Fostering continuity by working with past, current, and incoming district leaders



Meetings – above the district level

- International Assembly
- Convention
- Council on Legislation
- Institutes
- Governor-elect (GETS), Governor-nominee (GNTS)
- Regional leaders and EMGA training
- Arch Klumpf Society recognition events
- Regional training seminars conducted by coordinators



Noteworthy

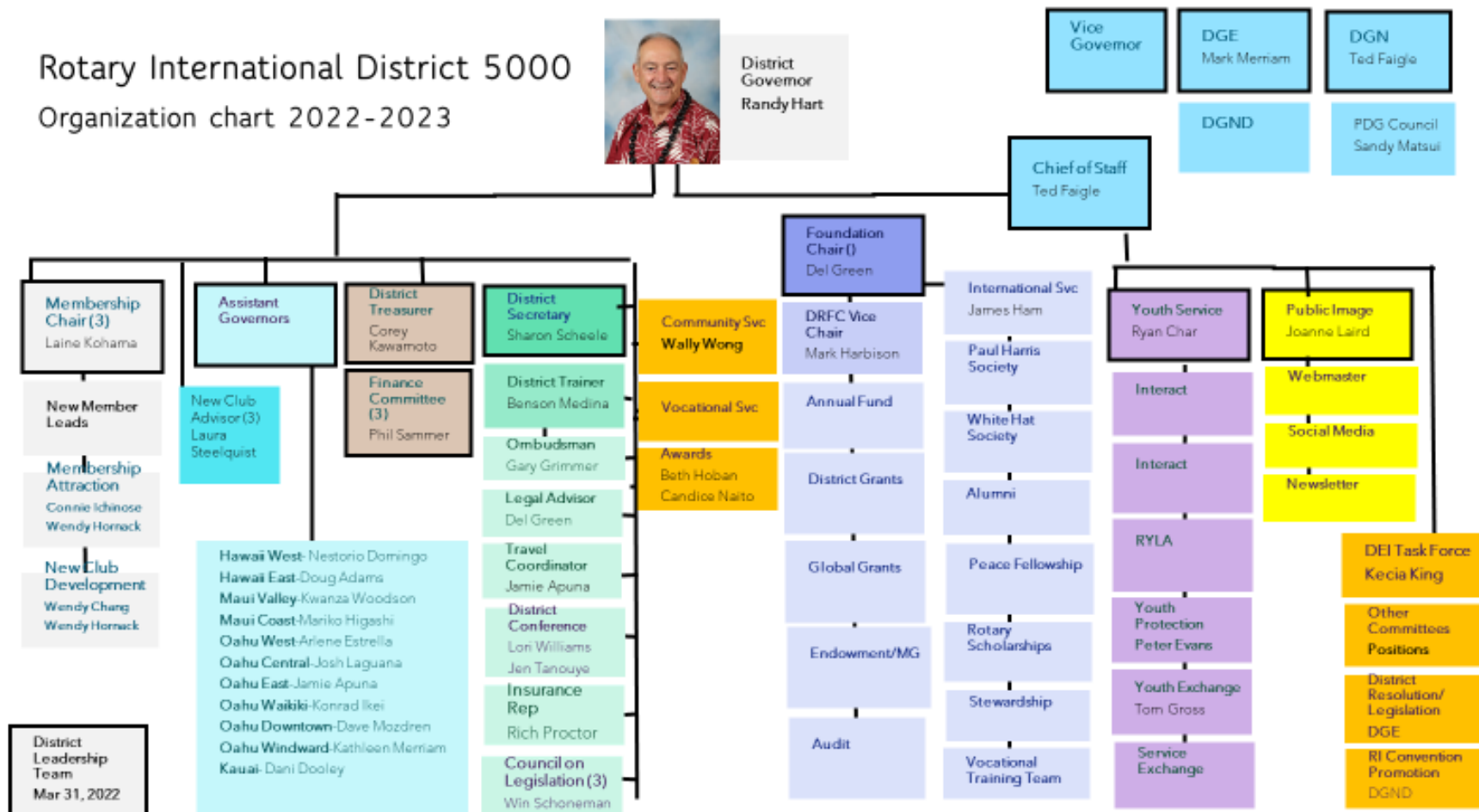
- District Leadership Academy
 - starts Aug 20, 8 sessions
- 2025-2026 District Governor applicant
 - interviews November

Rotary International District 5000

Organization chart 2022-2023



District Governor
Randy Hart



Our Diversity, Equity, and Inclusion Statement

Rotary's Board of Directors voted in 2019 to adopt a Diversity, Equity, and Inclusion Statement:

As a global network that strives to build a world where people unite and take action to create lasting change, Rotary values diversity and celebrates the contributions of people of all backgrounds, regardless of their age, ethnicity, race, color, abilities, religion, socioeconomic status, culture, sex, sexual orientation, and gender identity.

Rotary will cultivate a diverse, equitable, and inclusive culture in which people from underrepresented groups have greater opportunities to participate as members and leaders.

This statement is an exciting step forward in Rotary's commitment to creating a positive environment for current and future members, as well as the communities they serve.



Together, let's stay true to ourselves and
stay ahead of change in our next 115 years.

