

2021 Lone Star PETS

Welcome To Your Training!

*Monday, March 8, 2021,
through
Saturday, March 13, 2021*



2021 Lone Star PETS



SERVE TO CHANGE LIVES

2021- 2022 Rotary
International Theme



RIP Shekhar Mehta

Rules of Virtual Engagement

Before We Start



Rename yourself
with first, last
name, and title



Mute when
not talking



Turn the
camera on



Be fully present



Use the chat function to
communicate questions
and comments



Raise hands to
contribute or comment



Speak and listen
with kindness

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AG Training Facilitators



District Governor Nominee
Designate 2023-2024
Monica Gutierrez, D5840
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Executive Assistant Governor
Kerry Quinn, D5840
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Chief of Staff Assistant Governor
Alan Brevard, D5890
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AGENDA

	Time	Session Topic/Speaker
1	9:45AM – 9:55AM	Welcome and Opening Remarks
2	9:55AM – 10:45AM	The Role of the Assistant Governor
3	10:45AM – 10:55AM	Time For A Break
4	10:55AM – 11:45AM	Working with your District Governor Working with your Clubs
5	11:45AM – 12:45PM	Lunch
6	1:00PM – 1:30PM	PRIP Rick King
7	1:45PM – 2:45PM	Table Talk (Breakout Rooms) ♦ The AG Experience
8	2:45PM – 3:00PM	Wrap Up ♦ Session Takeaways

AG's Role and Responsibilities

Duties to District Training Coordinator

Participate in the district team training seminar

Attend PETS

Urge PEs to attend PETS

Promote attendance at club training

Duties to District Leadership

Duty to District Governor Elect

Identify and develop future leaders

Duty to District Secretary

Keep updated on clubs' officers and contact information

District Leadership Depending on You

Duty to District Committee Chairs

Support their work by including
them as speakers

Promote their training opportunities

Utilize their resources

Duty to Other Assistant Governors

Share challenges and potential
solutions

Brief incoming AG for easy
transitions

Duties to your Club Presidents

Help	Help develop goals
Teach	Teach them Club Central so goals can be entered and data used to promote the club
Inform	Inform them of training opportunities
Inspire	Inspire leadership and make them look good

Duties to your Club Presidents

Troubleshoot	Troubleshoot to prevent and resolve challenges
Attend	Show up to meetings and events
Share	Share resources and answer questions
Prepare	Prepare them for the District Governor's visit

Support Your Clubs by Establishing a Working Relationship

Getting and staying connected with your PE

Introductions

Start early to help incoming club leadership be prepared.

Use PETS to get to know your PEs.

Be Available

Calendar regular contact by email and/or telephone

Attend meetings – start now

Participate in the club's service and fundraising projects whenever possible.

Access Needs

Ask questions

Tailor your support to each club and its leadership

Interview current AG

TIPS FOR SUCCESS

Demonstrate your investment in their success

Don't wait until asked because they may not know to ask

Don't overwhelm PEs – space out reminders and share information with the appropriate leaders

Available Resources

Overview

- Rotary 101
- AG Manual

Rotary International

- RI Theme
- RI President
- Rotary Citation
- Resource Guide
- RI Contact for Questions
- Acronyms and Abbreviations

Rotary Foundation

- How to do Club Recognition Summary
- Reasons to Donate and Ways to Motivate
- Understanding Recognition Points
- Reference Guide

Rotary District

- DG Bio
- District Budget
- District Leadership
- AG Listing
- Rotary Leadership Institute

Grants

- Criteria for Eligibility
- Requirements
- Forms
- How to Navigate the Grant Center
- How to File a Grant Report

Installations & Presentations

- Club President Installation
- Club Officers Installation
- New Members Installation
- Paul Harris Fellow Installation
- Major Donor Recognition
- End Polio Now
- Personal Powerpoints (on Flashdrive)

Closing Remarks & Questions?????

Break

Working with your DG

Commitment & Communication

Your success is your DG's success!

Supporting & Communicating with your DG

ATTEND	Attend PETS and other important meetings.
PARTICIPATE	Participate in district team training sessions.
SUPPORT	Support district goals.
PROMOTE	Promote and attend the District Conference.

Supporting & Communicating with your DG

SHARE	Share your DG's events, newsletter, etc. with clubs and on social media.
REPRESENT	Represent your DG and Rotary.
COMMUNICATE	Communication is a two-way street.
INFORM	Inform your DG of club strengths, weaknesses and progress.

Supporting & Communicating with your DG

COORDINATE

Coordinate the District Governor visits to your clubs.

District Governor's Visit

PREPARING FOR THE VISIT – initial phase

- Suggest that visits to new or struggling clubs be scheduled early in the Rotary year.
- Ensure all logistical arrangements are in place.
- Inspire excitement among members and a club's participation in the visit.
- Inform club leadership that the DG can present awards to members, such as PHFs.

District Governor's Visit

PREPARING FOR THE VISIT with the CLUB

Develop an agenda to include items such as:

- * Club's progress towards its goals
- * Board presentation on committee plans, activities and accomplishments
- * Recognition of club projects
- * Report from the DG on district and RI initiatives
- * Time for Q&A and open discussion

District Governor's Visit

PREPARING FOR THE VISIT with the DISTRICT GOVERNOR

- * Supply a profile of the club.
 - Status of service projects
 - TRF grant participation
 - Member satisfaction
- * Provide names for PHF recognition and other awards
- * Share the successes and challenges of the club.
- * Provide the agenda.
- * Confirm the meeting location and time!

THANK YOU!!!

THANK YOU!!!

THANK YOU!!!

THANK YOU!!!

THANK YOU!!!

Working with your Clubs

Working with your Clubs

- Assist with Rotary Club Central
- Determine Communication Strategy
- Encourage Rotary Citation
- Attend Club Meetings, Service Projects and Events
- Discuss Theme, Vision Statement, and Action Plans

Assist with Rotary Club Central

Why are entering goals in Rotary Club Central important?

Demonstrates
commitment

Continuity

Measurement
of progress

Emphasizes
impact on the
community

Press &
Marketing
opportunities

DON'T FORGET TO UPDATE ROTARY CLUB CENTRAL WITH THE CLUB'S PROGRESS

Determine Communication Strategy

How do you get and stay connected with your PE?

Encourage Rotary Citation

Clubs can earn the Presidential Citation by achieving specific goals, defined by the RI president, that strengthen clubs and Rotary as a whole

To achieve the citation:

- Go to Rotary Club Central
- Review the 25 available goals
- Select at least 13 goals (or more than 50% of the available goals)
- Achieve those goals
- Report achievement in Rotary Club Central

Once you are in Rotary Club Central, navigate to the **Goal Center**, select the **year**, and click on the **All tab** to see the goals.

Attend Club Meetings, Service Projects, and Events

1. Visit each club regularly — monthly if possible, quarterly at minimum. If face-to-face meetings aren't feasible, hold an online meeting or conference call
2. Attend Club Assemblies and/or Board Meetings
3. Share District Information
4. Support Club by attending their service projects and events
5. Ensure Clubs are functioning effectively

Discuss Theme, Vision Statement, and Action Plans

2021-2022 THEME:



SERVE TO CHANGE LIVES

VISION STATEMENT: Together we see a world where people unite and take action to create lasting change across the globe in our communities and in ourselves.

ACTION PLANS:

PRIORITY 1

IMPACT

People of Action are effective problem-solvers.

PRIORITY 2

REACH

People of Action activate and inspire one another.

PRIORITY 3

ENGAGEMENT

People of Action strive to understand the needs of others.

PRIORITY 4

ADAPT

People of Action are inventive, entrepreneurial, and resilient.

Lunch

“When Do I Do What?”

An AG Timeline

Before your year as AG officially begins:

- Attend PETS and learn your DG's goals
 - Meet with your PEs
 - Meet with outgoing AG to get a status report
 - Organize your tool box of resources
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- Encourage your clubs' incoming leadership to get training – you, too!
 - Encourage your PEs to enter goals on Rotary Club Central
 - Review your clubs' websites and social media
 - Subscribe to clubs' newsletter and/or mailing list
 - Attend and participate in the DG Installation

July and August

- Ensure club goals are input into Rotary Club Central
- Review prior year ratings and comments in Rotary Club Central
- Plan Q1 visit and complete follow up report on Rotary Club Central
- Plan for the DG visit
- Encourage applications for district grants

October

- Plan Q2 visit

December

- Remind club leaders that membership lists need to be updated by January 1 for calculation of dues
- And that they need to report incoming officers by January 1

January

- Plan Q3 visit
- PE to register for PETS

April -May

- Plan Q4 visit
- Add final club rating and comments in Rotary Club Central by May 15
- Get club to update goals on Rotary Club Central

June

- Remind club leaders that membership lists need to be updated by July 1 for calculation of dues

Table Talk (Breakout Rooms)

Session Takeaways

THANK YOU