

# 2026 LONE STAR P.E.T.S.



## Assistant Governor Learning Guide

Introduction and Modules A1, A2, A3, A4

Dear District Assistant Governors:

Welcome to the premier Rotary president-elect, president-nominee, and assistant governor learning seminar. You have shown your commitment to your club and the entire world of Rotary International. Lone Star PETS is the place to learn, be inspired and connect with Rotarians and leaders from outside your district.

Lone Star PETS Board of Trustees and Operating Committee is here to provide you with the best and most up-to-date training available. No matter how long you have been a Rotarian, you will take home more ideas to help your club grow and become more engaged in Rotary.

We have amazing speakers who will inspire and educate you.

There are 500 clubs from Texas and Oklahoma represented here this weekend. You will make new Rotary friends that you can count on to exchange ideas with and continue to interact with after PETS.

Our Operating Committee and Board of Trustees are here to assist you in any way. Please feel free to use us as resources.

Again, congratulations on accepting this great honor from your clubs!

One weekend, a year of impact!

Yours in Rotary,



Carolyn Franks

2026 Lone Star P.E.T.S. Operating Chair

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## **MODULES A-1, A-2, A-3, and A-4 (designed for PEs and PNs)**

*The Assistant Governor will gain insights into leadership development, relationship-building techniques, and engagement practices by observing and participating in the club presidents-elect and presidents-nominee training of these modules, enabling them to support and guide vibrant Rotary Clubs effectively.*

### **MODULE A-1 BECOMING A VIBRANT CLUB LEADER**

Club Presidents and Presidents-Elect will have an enhanced view of their role and function as club key leaders of Vibrant Rotary Clubs.

#### ***Assistant Governors:***

*By observing and participating in this module, the Assistant Governor will understand how to support assigned clubs in building and executing aligned multi-year plans that strengthen leadership continuity, increase membership engagement and growth, and sustain measurable service impact within the framework of Rotary International priorities.*

### **MODULE A-2 STRIVING TO BE A VIBRANT ROTARY CLUB**

Club Presidents and Presidents-Elect will have tools to develop plans for building multiple-year momentum.

#### ***Assistant Governors:***

*Through active engagement in this module, the Assistant Governor will gain a deeper understanding of how to guide and support assigned club presidents and presidents-elect in implementing effective leadership practices, fostering club vitality, and ensuring sustained progress toward Rotary's multi-year goals.*

### **MODULE A-3 GROWING AND ENGAGING CLUB MEMBERSHIP**

Club Presidents and Presidents-Elect will have tools needed to champion effective membership action plans for their respective clubs.

#### ***Assistant Governors:***

*By observing and participating in this module, the Assistant Governor will gain insights into the tools and methodologies used by club leaders to be able to coach and support assigned clubs in developing and executing membership strategies that drive growth, engagement, and long-term club sustainability.*

### **MODULE A-4 INCREASING HUMANITARIAN SERVICE BY SUPPORTING OUR FOUNDATION**

Club Presidents and Presidents-Elect will possess tools necessary to increase humanitarian service accomplished by their clubs by developing club member support for The Rotary Foundation.

#### ***Assistant Governors:***

*By observing and participating in this module, the Assistant Governor will grasp the techniques and strategies to guide and support assigned clubs in building member engagement and strengthening understanding and participation in The Rotary Foundation to enhance club impact and sustainability.*

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**MODULES B-5 through C-10 are designed for Assistant Governor Sessions only.**

## **MODULE B-5 WORKING WITH YOUR CLUBS: GOAL SETTING AND SERVING AS A DISTRICT RESOURCE**

Assistant Governors will gain insight into the roles and responsibilities of an Assistant Governor, emphasizing their commitment to both the clubs they guide and their relationship with the District Governor.

## **MODULE B-6 SUPPORTING VIBRANT ROTARY CLUBS**

Assistant Governors will be equipped with the knowledge and insights necessary to guide their assigned clubs in crafting effective action plans to enhance their vibrancy.

## **MODULE B-7 COACHING VS. DIRECTING A CLUB LEADERS TO ENSURE CLUB SUCCESS**

Assistant Governors will have the mindset, skills, and tools to coach club leaders effectively, fostering ownership, leadership development, and sustainable success within their clubs.

## **MODULE C-8 EMPOWERING CLUB LEADERS**

Assistant Governors will have the skills and knowledge necessary to effectively facilitate and support Rotary Club leaders in their adoption and utilization of online tools, ensuring enhanced communication, efficient club management, and improved member engagement within their respective clubs.

## **MODULE C-9 DATA-DRIVEN LEADERSHIP: UTILIZING CLUB REPORTS**

Assistant Governors will have the skills and knowledge necessary to effectively facilitate and support Rotary Club leaders to access available reports to gain data-driven insights to support and enhance club leadership decision-making and strategic planning.

## **MODULE C-10 CREATING A CALENDAR FOR DISTRICT EVENTS, LEARNING OPPORTUNITIES, AND PROJECTS**

Assistant Governors will identify, promote, and follow up with club leaders on District events, learning opportunities, and projects for member engagement and growth.

# Icebreakers

## GETTING TO KNOW THE ASSISTANT GOVERNORS

1. **Why did you say YES to becoming an AG**
2. **“What do you want to get out of your Assistant Governor training today?”**
3. **One experience in Rotary** that you are most proud of (e.g., a successful project, a member they mentored, a challenge overcome).
4. **One skill or strength** you will bring as a leader to their club or district role.

## ADDITIONAL ICEBREAKER QUESTIONS

- Name, club, and one word that describes how you feel about being an Assistant Governor.
- What's one skill you bring to this role that will help clubs succeed?
- What's one thing you're hoping to learn or feel more confident about by the end of today?
- How long have you been in Rotary, and what first drew you to serve?

# Lone Star P.E.T.S 2026

## ASSISTANT GOVERNOR LEARNING GUIDE

### FRIDAY

#### MODULE A-1 BECOMING A VIBRANT CLUB LEADER

**GOAL: Club Presidents and Presidents-Elect will have an enhanced view of their role and function as club key leaders of Vibrant Rotary Clubs.**

#### OBJECTIVES

At the end of the session, Presidents-Elect/Presidents-Nominee will be able to:

1. Identify district and RI resources available to help the Club President identify and manage risk factors affecting a club.
2. List specific responsibilities of the Club President and Club President-Elect.
3. Discuss how the Club President can support the structure of a vibrant Rotary club including collaborative efforts with the Club President-Elect.
4. Discuss the importance of a strong leadership team and committee structure in building a vibrant and impactful Rotary Club.
5. List specific elements of an engaging and successful Club experience at a vibrant and impactful Rotary Club.

#### REFERENCE MATERIALS

Learning Center Rotary  
Learning Events  
Calendar  
Newsletters  
Rotary Code of Policies Club  
Committee Structure  
Be A Vibrant Club: Your Club Leadership Plan  
Creating Your Club Leadership Plan  
Impact Begins With You

Recommended Rotary Club Bylaws  
Rotary Basics  
Rotary Manual of Procedure  
Standard Rotary Club Constitution

## Module A-1: Becoming A Vibrant Club Leader

### Breakout Discussion Questions:

1. How can Assistant Governors help Presidents and Presidents-Elect articulate a clear and inspiring vision that motivates members and aligns with Rotary International's goals?
2. What strategies can Assistant Governors suggest to help club leaders actively engage all members so everyone feels valued and involved?
3. Why is it important for Presidents and Presidents-Elect to identify and mentor future leaders, and how can Assistant Governors support this process?
4. How can Assistant Governors assist club leaders in creating an inclusive and collaborative culture that strengthens member participation and club vitality?
5. How can Assistant Governors coach club leaders to communicate effectively with members, partners, and the community to foster trust, enthusiasm, and transparency?
6. Why is proactive problem-solving essential for club leaders, and what role can Assistant Governors play in supporting Presidents and Presidents-Elect through challenges or conflicts?
7. How can Assistant Governors provide ongoing mentorship and guidance that strengthens Presidents' confidence, leadership skills, and the vibrancy of their clubs?



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## ASSISTANT GOVERNOR LEARNING GUIDE

### FRIDAY

#### MODULE A-2 STRIVING TO BE VIBRANT ROTARY CLUB

**GOAL: Club Presidents and Presidents-Elect will have tools to develop plans for building multiple-year momentum.**

### OBJECTIVES

At the end of the session, Presidents-Elect/Presidents-Nominee will be able to:

1. Outline the **three-year goal** planning process for setting goals and developing action plans for the club.
2. Introduce **all Rotary planning resources** and **Rotary Club Central** as the primary sources for goal setting for a club.
3. Explain the benefits of an action plan in maintaining a vibrant club.
4. Describe how to use the Rotary Citation/Club Excellence Award in preparation for completing Rotary Club Central information.

### REFERENCE MATERIALS

Action Plan Overview and Flyer  
How To Talk About Our Action Plan  
Strategic Planning Guide  
Rotary Citation/Club Excellence Award  
Rotary Club Central "How To" Documents

## Module A-2: Developing a Vibrant Rotary Club

### Breakout Discussion Questions:

1. How can Assistant Governors help clubs think beyond a single Rotary year and toward multi-year continuity?
2. What patterns do Assistant Governor look for in their clubs that could either strengthen or weaken long-term momentum?
3. How effectively am I coaching club leaders to align their goals with Rotary International priorities?
4. What systems can Assistant Governors use to help encourage clubs to adopt to prevent “starting over” each July?
5. How am I identifying and developing future leaders within the clubs I serve?
6. In what ways am I holding clubs accountable while still being supportive and encouraging?
7. How can I better connect clubs to district resources and opportunities through The Rotary Foundation?



# Lone Star P.E.T.S 2026

## ASSISTANT GOVERNOR LEARNING GUIDE

### FRIDAY

#### MODULE A-3 GROWING AND ENGAGING CLUB MEMBERSHIP

**GOAL: Club Presidents and Presidents-Elect will possess tools needed to champion effective membership action plans for their respective clubs.**

### OBJECTIVES

At the end of the session, Presidents-Elect/Presidents-Nominee will be able to:

1. Discuss the role and elements of a membership action plan for a vibrant and impactful club.
2. Recognize key elements for club membership health.
3. Identify strategies and best practices to attract and engage members for a vibrant and impactful club.
4. Describe how a Club President can create a club culture and experience that is welcoming for all groups.

### REFERENCE MATERIALS

Rotary Citation/Club Excellence Award  
Strengthening Your Membership  
Club Health Check  
Be A Vibrant Club: Your Club Leadership Plan  
Impact Begins With You  
Membership Assessment Tools  
Rotary International Harassment Policy  
Designing Your Rotary Experience  
What Makes Up The Club Experience

## Module A-3: Growing and Engaging Club Membership

### Breakout Discussion Questions:

1. How can the Assistant Governor help Presidents align their club's membership goals with the strategic priorities of Rotary?
2. What practical tools or templates can AGs provide to ensure Presidents-Elect begin their year with a clear, written membership action plan?
3. How can Assistant Governors support clubs in analyzing their current membership data (retention, engagement, diversity, attendance) to identify gaps and opportunities?
4. What strategies can Assistant Governors use to encourage clubs to create a year-round culture of recruitment rather than one-time membership drives?
5. How can the Assistant Governor guide Presidents in developing strong onboarding and mentoring systems to improve new member retention?
6. What accountability structure (check-ins, progress reviews, measurable targets) should be used to keep membership goals on track throughout the Rotary year?
7. How can Assistant Governors help club leaders foster an inclusive, flexible club environment that attracts younger professionals and diverse community leaders?



# Lone Star P.E.T.S 2026

## ASSISTANT GOVERNOR LEARNING GUIDE

### FRIDAY

#### MODULE A-4 INCREASING HUMANITARIAN SERVICE BY SUPPORTING OUR FOUNDATION

**GOAL: Club Presidents and Presidents-Elect will possess tools necessary to increase humanitarian service accomplished by their clubs by developing club member support for The Rotary Foundation.**

#### OBJECTIVES

At the end of the session, Presidents-Elect/Presidents-Nominee will be able to:

1. Explain the importance of setting goals for Foundation giving and projects.
2. Explain how club participation in Foundation programs will impact their communities and the world through increased humanitarian service.
3. Identify the good work accomplished through our Foundation.
4. Explain why we support The Rotary Foundation and how we can invest in our Foundation to increase humanitarian service.
5. List specific ways to engage members through the Rotary Foundation.

#### REFERENCE MATERIALS

Rotary Citation/Club Excellence Award  
Rotary Foundation Facts  
The Rotary Foundation Programs Grant  
Responsibilities By Leader  
Grant Types  
District Grant Lifecycle  
Rotary's Foundation Funding  
Rotary's Areas of Focus  
Conducting Community Assessments  
Sustainability  
Making A Difference With Rotary Grants  
Ways to Give  
Foundation Recognition  
Engaging Members Through the Foundation  
The Rotary Foundation Reference Guide

## Module A-4: Increasing Humanitarian Service by Supporting our Foundation

### Breakout Discussion Questions:

1. How can the Assistant Governor help club leaders set clear, achievable goals for Foundation giving and service projects?
2. How can the Assistant Governor help club leaders identify Foundation programs and grants that best support our humanitarian goals?
3. What strategies can the Assistant Governor suggest to engage and motivate members to contribute financially and participate in Foundation-supported projects?
4. How can the Assistant Governor assist club leaders in planning service projects that maximize impact through Foundation resources?
5. In what ways can the Assistant Governor facilitate collaboration with other clubs or partners to expand the reach of humanitarian service?
6. How can the Assistant Governor help club leaders measure, communicate, and celebrate the results of Foundation-supported projects to inspire ongoing involvement?
7. What guidance can the Assistant Governor provide to ensure Foundation-supported humanitarian initiatives are sustainable and have long-term benefits?

