

Find Your Passion in Rotary



Mid-Atlantic RLI

MD • DE • DC • WV • TN • VA • NC • SC

A Joint Project of over 410 of Rotary's 535 Districts worldwide

2019-2020 Participant Materials

PART III



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Division History

Rotary Leadership Institute courses were first offered within the boundaries of Zone 33 in Rotary District 7570 (Western part of Virginia, Eastern Tennessee) in 1997. In 2004, Rotary International Director Ken Morgan appointed representatives to an Executive Committee to establish an RLI presence across the Zone. Led by future Rotary International Vice-President Eric Adamson of Virginia as Executive Committee Chair, the committee of PDG Ken Tillman of Virginia, PDG Jack Porter of West Virginia, PDG Bevin Wall of North Carolina and PDG Sue Poss of South Carolina, and the 2004-05 Governors of each district, established RLI as a multi-district project of all 13 then-Zone 33 Rotary districts, Nos. 7530, 7550, 7570, 7600, 7610, 7670, 7680, 7690, 7710, 7720, 7730, 7750 and 7770. It became the second division established of The Rotary Leadership Institute, after the "Home Division" in the northeast United States. District 7030 in the Southern Caribbean was in the Division from 2005-2013. Districts 7620 & 7630 DC/MD/DE joined after the 2009 Zone expansion. A Board structure was adopted in 2005, with the Institute being led by Chairs Adamson, Wall, PDG Sandra Duckworth, PDG Abe Clymer, PDG Jayne Sullivan, PDG Michael Ellington, and PDG Leigh Hudson. In 2011, a Staff–Policy Board structure was adopted, and Bevin Wall was appointed RLI Executive Director. On his retirement in 2019, there was a return to a Board governance model.

2019-2020 Leadership (all-volunteer)

Mid-Atlantic RLI Board of Directors. *PDG Leigh Hudson (Chair), PDG Lorraine Angelino (Vice-Chair), PP Ed Shearin (Secretary), Rtn. Linda Carducci (Treasurer), PDG Sandra Duckworth, PDG Rod Funderburk, PDG Georgia Oakes, PDG Michael Ellington (Immediate Past Chair), PDG Bevin Wall (Chairman Emeritus), Past RI Vice-President Eric Adamson (Chairman Emeritus)*

RLI Executive Staff. *(All-Volunteer)* Events Chair: PP Bob Stinson

Regional Coordinators. Carolinas East Region (Districts 7710, 7720, 7730, 7770): *PDG Rod Funderburk*, Carolinas West Region (Districts 7670, 7680, 7690, 7750): *P Tim Beck*, Chesapeake Region (Districts 7600, 7610, 7620, 7630): *PDG Roger Harrell*, Mountain-Valley Region (Districts 7530, 7550, 7570): *PDG David Cavender*

District Chairs (Appointed Annually by District Governor of each Member District), District 7545: *PDG Michael Ellington & PDG Harry Faulk*, District 7570: *PDG Woody Sadler*, District 7600: *PP Mary Elmore*, District 7610: *Rtn. Linda Carducci*, District 7620: *PP Sean McAlister*, District 7630: *PDG Jim Roney*, District 7670: *PP Celeste Renaldo*, District 7680: *Rtn. Marcia Scheideman*, District 7690: *PDG Rick Snider*, District 7710: *PP LeeAnn Graham*, District 7720: *Rtn. Anthony Santore*, District 7730: *PP Steve Hellersperk*, District 7750: *PP Renee Stubbs*, District 7770: *PP Tom Ledbetter*.

RLI Staff. A lot of dedicated Rotarians make RLI work. View the "RLI" Page at www.rli33.org or contact Board Chair Leigh Hudson at leighhudson@hotmail.com for more faculty and staff opportunities.

RLI Part III – My Rotary Journey

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The Rotary Leadership Institute (RLI) is a grassroots, multi-district leadership and Rotary development program using facilitation and activity-based learning in a small group setting to engage Rotarians and strengthen clubs.

RLI is not an official program of Rotary International and is not under its control.

Our Mission: To help Rotarians find their Passion through Rotary, and to engage them to make their clubs stronger.

COURSE MATERIALS

Event Agenda, Faculty, Upcoming RLI Events, Division Leadership, and Welcome Letter are included as a supplement to the course materials or online. Outlines and materials are online at www.rli33.org.



Effective Leadership Strategies

1

As I further my Rotary journey, I will engage in more complex and skillful use of my leadership skills and seize opportunities to lead.



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As I further my Rotary journey, I can support meaningful vocational service activities within my club to add value to each Rotarian's membership experience.



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As I further my Rotary journey, I can serve by leading and promoting effective communications to my club's internal and external audiences. Refine and practice your skills.



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Public Image & Public Relations

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As I further my Rotary journey, I will identify opportunities to promote the image of my club and Rotary to the benefit of my community and world.



Effective Leadership Strategies

As I further my Rotary journey, I will engage in more complex and skillful use of my leadership skills and seize opportunities to lead



Session Goals

Improve our ability to lead and communicate in group settings
Identify ways we can win support for our goals and proposals?

Materials

Insert ELS-1: Good to Know for Effective Leadership Strategies

Insert ELS-2: Effective Leadership Strategies Scenarios

Find out more at <https://goo.gl/YZWVSo> or QR scan:

This is a course in the Leadership Spiral going across the three days of RLI. Prior courses include The Roots of Rotary, Strategic Planning & Analysis, Team Building. Additional courses include Public Image & Public Relations. Service and Membership have separate spirals.



Session Topics

- 1) What do we mean by “effective leadership strategies” in the context of our Rotary involvement?
- 2) Case Study Insert ELS-2 Scenario 1: Big Project/Small Club
 - a) Develop your strategy. Where do you start?
 - b) How can you build a coalition for the project?
- 3) Why do some people have “influence” and others do not?

“One of the marvelous assets of Rotary is that such a vigorous and viable organization can grow in strength each year as new leadership develops.”

Edward F. Cadman
1985-86 RI President



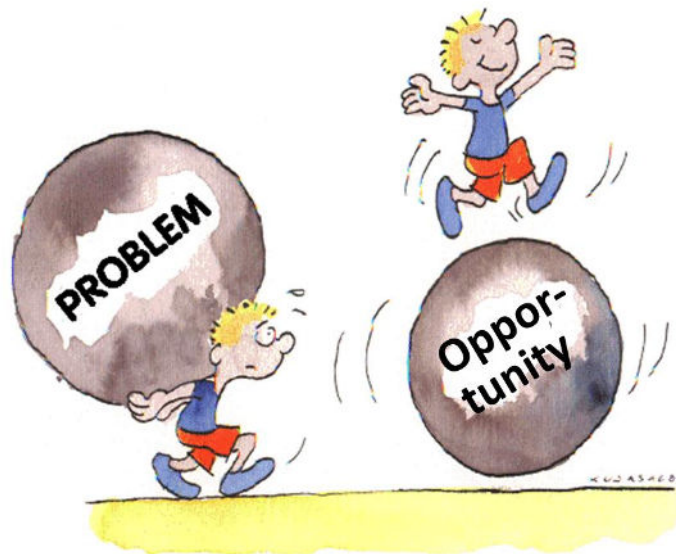
- 4) What leadership characteristics may impede the success of a project or other endeavor? How can you avoid use of those characteristics? Should you?
- 5) Case Study Insert ELS-2 Scenario 2: Shrinking Club/Low Morale
 - a) What, if any, are the club's real problems?
 - b) How can leadership help solve them?
 - c) What leadership strategies do you suggest?
- 6) In many Rotary clubs "problems are the flip side of "opportunities. How can you bring fresh eyes to a problem that may help an innovative solution be revealed?

Rotary is blessed with members of high quality, but all Rotary clubs depend on outstanding leadership to harness the talents and skills of our membership to high levels of accomplishment.

The annual turnover of club presidents and other club officers places great pressure on our clubs to maintain a high level of leadership every year.

Only through excellent education in Rotary and leadership skills can we develop the quality leadership we need to keep Rotary in the forefront of world service organizations."

*Past RI Director & RLI Founder
David Linett*





Insert ELS-1: Good to Know for Effective Leadership Strategies

1. A Team is More than the Sum of the Parts. Picking the right mix of people who can work together is key. Just as important is putting a mix of experienced and “new eyes” on the team. Experience in the workplace on similar or relatable matters provides an instant “expert” to your organization.
2. Be Effective with Your Own Time & Take Matters to Closure. Clarity and Delegation must go hand-in-hand. Say everyone’s time is valuable, and then treat the available time as valuable. Have a clear cut goal for a particular session, several mid-points, and an end-result detailed. Keep the process moving quickly. It is most important to “push to conclusion” in the volunteer setting versus the business setting. Not only does it accomplish the task and give a sense of accomplishment to the team, it also clears “undone” items from the path of the team as it pursues the next goal.
3. Know the Problem and Empower Others to Break through Barriers with Their Own Solutions. Preparation by the leader is obvious, especially if it’s missing. Know the problem but do not solve it for the team. Not only will it rob you of unforeseen solutions, it will also take the ownership of the issue away from the team. Ask the team to identify the roadblocks and obstacles and then work from that vantage point toward a solution.
4. We Are Only Volunteers!. You must always recognize the Volunteer/ Work/ Life balance of volunteers. The end goal must be made worth the effort by stressing the meaningfulness of the goal, volunteer recognition, and the developed expectations of the leader. Without all three of these factors, and a sensible timeline, a volunteer task goal will be hard to reach by the team or even by an individual volunteer.
5. Solve Problems with the Right Questions. Start with a consensus building “yes” or “no” question. Use that answer to diagnose the factors and trends that underpin the answer. The question: “Do we have enough club members to perform the amount of service necessary in our community?” would be a better place to start than “Do we need more members?” Follow-up questions can then get to the real issues.
6. Shhhhhhh! Leaders are tempted to add input into new ideas from the team. This is often counterproductive. You should be enthusiastic about new ideas but keep additional input to yourself. The ideas and direction need to belong to the team, or they will not feel ownership of the endeavor. Part of the volunteer leader’s job is to make winners of the volunteers. This is a large part of how they get “paid” in a volunteer setting.
7. Build Your Volunteer Leadership Pool. The more experienced, knowledgeable, and motivated volunteers you have in your pool, the more you will be able to accomplish. Partnering, Mentoring and Succession Planning, are effective techniques to make this happen. Every key person in your organization should have a replacement trained and ready to do the job if called upon. Recognizing your mentors, but placing the responsibility on them to have a replacement, is key.

Many ideas in this article are attributed to Kathleen O’Connor and her article 7 Leadership Strategies to Help You Handle Change at www.Superperformance.com. Human Performance and Achievement Resources.



Insert ELS-2: Effective Leadership Strategies Scenarios

Scenario 1:

Rotary Club Vice-President Marvin Montrose is proposing holding an arts and crafts show for his club of 25 members. There has not been such a show in that town in recent memory. He wants to invite crafts persons from the region to come to exhibit and sell their wares. He also wants to invite painters to do the same. He would charge the exhibitors for display tables. Maybe the club members could sell soda and pretzels to make more money. The site of the show would be the municipal park in the center of town. It is basically an empty lot with grass. ALL the members would be necessary to help out at the event. The club has never held such a large event in the town of 1500 people. Marvin says that a club committee could work out “details”.

What are the issues? Develop a plan and discuss how the group came to its conclusions. Discuss how they can gain acceptance for their plan and have it implemented by the club.

Scenario 2:

The Rotary Club of Milton Crossing has a few active, involved members, but most of the members are apathetic. They come to lunch, often they leave before the program starts, and do nothing else. The membership is 33, down from 62 three years ago. The few active, involved members keep the club going, but they are getting tired of doing all the work. President Myron met with his board and the board listed several problems:

- (1) There are cliques who always sit together at meetings and ignore everybody else. People who wish to sit with them are discouraged.
- (2) Some of the inactive members are big talkers, but when asked to do something, they fade away.
- (3) Some members have not been at a meeting for many months, but the club is afraid of losing them if they push attendance.
- (4) Some members announce loudly that “We don’t need more members. We have a happy, friendly group now and more people will disturb that”.
- (5) When two members were asked to sponsor new members, they fired back that “we only want quality members and we have to be very careful...”
- (6) The President announced that he is having trouble filling the committees, because most people said they were too busy to participate.

Can this club be saved? Develop a plan and discuss how the group came to its conclusions. Discuss how they can gain acceptance for their plan and have it implemented by the club.



Vocational Service Expectations



As I further my Rotary journey, I can support meaningful vocational service activities within my club to add value to each Rotarian's membership experience

Session Goals

Discuss what Rotary clubs represent to their target audience in the Vocational Service area when recruiting new members

Explore how the promise of vocational service affects the attraction and engagement of a club's target audience

Examine how clubs can offer real value to their members through vocational service

Materials

Insert VSE-1: Good to Know for Vocational Service Expectations

Insert VSE-2: Rotarians by Generation Chart

Insert VSE-3: Vocational Service Ideas

Next Page: Generational Pros & Cons

Find out more at <https://goo.gl/t4VeEc> or QR scan:

This is a course in the Rotary Service Spiral going across the three days of RLI. Prior courses in this spiral include Our Foundation, Creating Service Projects and Targeted Service. An additional course in this spiral is International Service. Membership and Leadership have separate spirals.



Session Topics

- 1) Who is the "target audience" of your Rotary club? To think about it another way, who is your Rotary club's "customer"?
- 2) Does your Rotary club set expectations with its target audience about membership in the club? How?
.
- 3) Are any of the expectations set by clubs vocational ones? If yes, give examples. If no, can you think of some?
 - a) Networking;
 - b) Ethics;

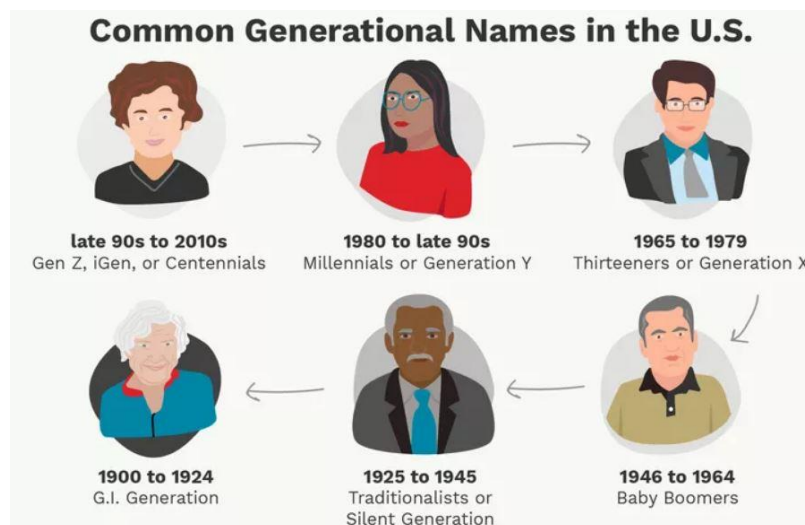


- c) Career Development & Leadership;
 - d) Mentoring;
 - e) Using vocation to serve;
 - f) Others categories.
- 4) It is well recognized that there are different groups and constituencies in your Rotary club. Does this effect the way that expectations are set?
- 5) Using Insert VSE-2: Rotarians by Generation, discuss with your group the attributes of your assigned generation.
- a) Baby Boomer
 - b) Gen X
 - c) Gen Y/ Millennials
 - d) Gen Z/ Centennials
- 6) In your small group, discuss and define two things that your assigned generation could do to meet specific vocational service expectations of the other 2 generations. Please word these as a recommendation to your club.

An effective orientation to Rotary begins as soon as a qualified prospective member is identified.

Learning the expectations and benefits of Rotary membership early in the process helps prospective members make well-informed decisions to accept the formal invitation, when it is extended.

New Member Orientation:
a “How-To” Guide for Rotarians





Insert VSE-1: Good to Know for Vocational Service Expectations

- There is no minimum age for a Rotarian. Likewise, there is no maximum age.
- Rotary clubs determine their own membership, but are subject to the uniform “Standard Rotary Club Constitution”, which defines some membership rules. Clubs are solely responsible for their new member orientation program.
- The earliest Rotary clubs started the “classification principle” which limited Rotary membership to limited numbers of persons from each profession or vocational category. Rotarians have always “represented their vocation” in their Rotary club.
- Early Rotary clubs had a position called a “Statistician” who actually kept a record of referrals and leads for each Rotarian, but this position and the concept of trading business favors was eliminated by the 1920s.
- Vocational Service has always been one of the “Avenues of Service”.
- Rotary was one of the organizations that advocated for high ethical standards in the workplace before there were laws setting minimum conduct (legal) standards for safety, training and workplace conduct.
- “The Four-Way Test” was given to Rotary by Rotarian Herbert J. Taylor after he served as Rotary International President in the 1940s.
- Rotary has long advocated ethics in the workplace, ethics programs for youth, mentoring, career days, and networking events.
- Regional Rotary statistics indicate that 1-5 year Rotarians seek primarily peer networking and leadership development, 6-20 year Rotarians seek primarily service and fellowship opportunities; and 21+ year Rotarians seek primarily fellowship and to be able to support a cause they believe in.
- Baby Boomers 1946-1964 (wealth, redefined values), Gen-X 1965-1979 (latch-key kids, MTV generation), Gen Y/ Millennials 1980-late 90s (use of digital technology, liberal political upbringing), Gen Z/ Centennials late 90’s to 2010s (entrepreneurial, tech-savvy, edgy, like cool products over cool experiences)



Insert VSE-2: Rotarians by Generation Chart

Attributes	Baby Boomers	Gen X	Gen Y/ Millennials	Gen Z/ Centennials
Age				
Position in Workforce				
Rotary Rules v. Flexibility				
Fellowship / Social				
Service				
Networking				
Financial				
Time Commitment				



Insert VSE-3: Vocational Service Ideas

1. Advancing high ethical standards in the workplace
 - a. In hiring, training, and review procedures, include discussion and emphasis of honesty, accountability, fairness, and respect.
 - b. In internal communications, praise and encourage exemplary behavior on and off the job.
 - c. In relations with customers, vendors, and business associates, communicate and demonstrate your personal commitment to high ethical standards.
2. The classification principle
 - a. Classification talks to promote vocational awareness in your club.
 - b. Classification talks may also serve as a starting point for initiating club projects that help young people and the unemployed develop marketable skills.
 - c. Organizing tours of members' workplaces is another way to recognize the value of each member's vocation.
 - d. Schedule an occasional meeting in a member's place of employment.
 - e. Invite young people to special vocational meetings.
3. Promote Rotary's commitment to high ethical standards
 - a. Post The Four-Way Test on a prominent billboard in your community.
 - b. Display The Four-Way Test and/or the Declaration of Rotarians in Businesses and Professions in your office or work space and talk about it.
 - c. "Walk the talk" by ensuring that your actions in the workplace, community, and family demonstrate a personal commitment to high ethical standards.
 - d. Sponsor a Four Way Test essay contest.
 - e. Sponsor a joint "character literacy" project for young children.
 - f. Conduct a RYLA event with special emphasis on ethics.
 - g. Organize a discussion or group workshop on maintaining high ethical standards in the workplace and consider inviting local non-Rotarian business leaders to attend.
4. Recognize and promote the value of all useful occupations
 - a. Make classification talks and business tours part of your club's program.
 - b. Join or form a Rotary Fellowship related to your vocation.
 - c. Sponsor a career day for Rotarians to bring young people to their businesses.
 - d. Support professional development
 - e. Encourage members to take leadership roles in business associations.
 - f. Sponsor a seminar for small business entrepreneurs.
 - g. Hold informal professional networking events where members can meet other local professionals and introduce them to Rotary.
 - h. Start a career counseling program geared towards equipping unemployed or underemployed adults with the skills they need to compete in the job market.
5. Volunteer your vocation
 - a. Mentor a young person.
 - b. Browse Rotary Showcase and Ideas.Rotary crowdsourcing app to identify a project in need of your specialized vocational skills.

From An Introduction to Vocational Service 255-EN (1009)(updated by RLI)



Club Communication

As I further my Rotary journey, I can serve by leading and promoting effective communications to my club's internal and external audiences



Session Goals

Understand the elements of effective communication

Apply effective communications to Rotary leadership

Materials

Insert CC-1: Good to Know for Club Communication

Next Page: Communication Radial Process Chart

Find out more at <https://goo.gl/qYoCfd> or QR scan:

This is a course in the Membership Spiral going across 3 days of RLI. Prior courses include My Club & Beyond, Engaging Members, Attracting Members, Rotary & Ethics. Leadership and Service have separate spirals.



Session Topics

- 1) What is “club communications”? Who? What? When? Where? Why?
- 2) How would you organize and develop a good speech, report, or introduction at a club meeting?
- 3) What does a target audience want to hear from a communicator at:
 - a) a graduation;
 - b) A toast at a wedding;
 - c) A shareholders’ meeting;
 - d) The presentation of an award?

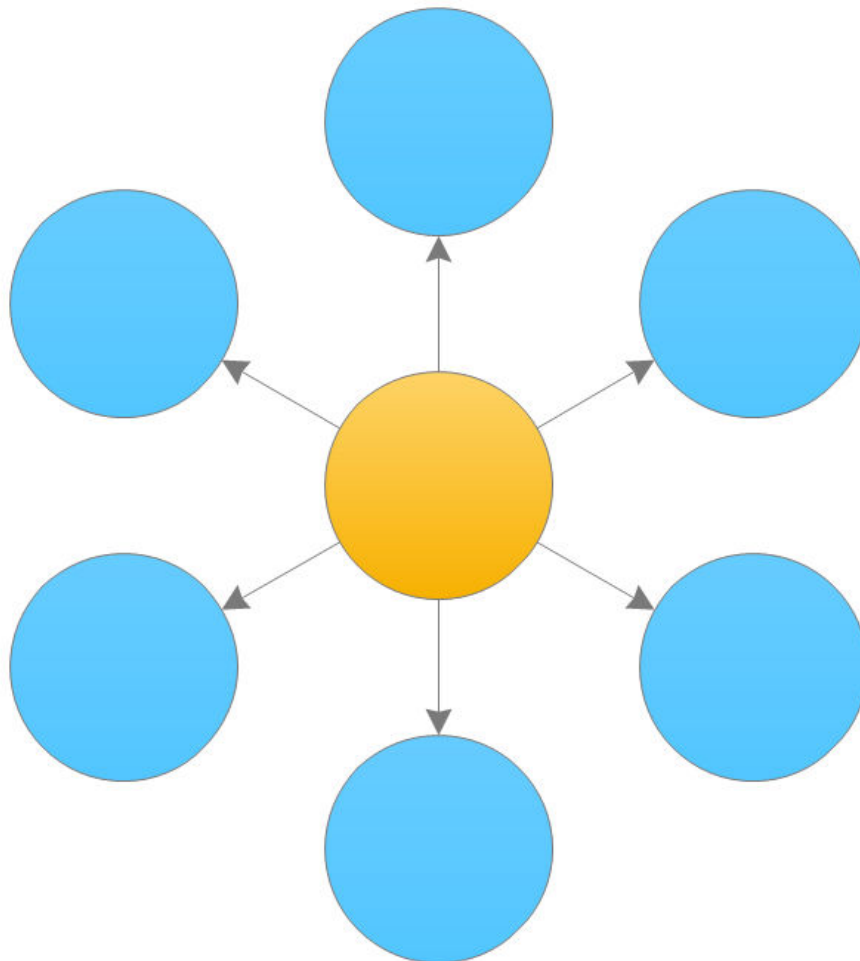
“Rotary’s greatest strength will always be the individual Rotarian. No other organization has such powerful human resources.”

Past RI President Glen W. Kinross
— *President’s Message*
THE ROTARIAN, July 1997



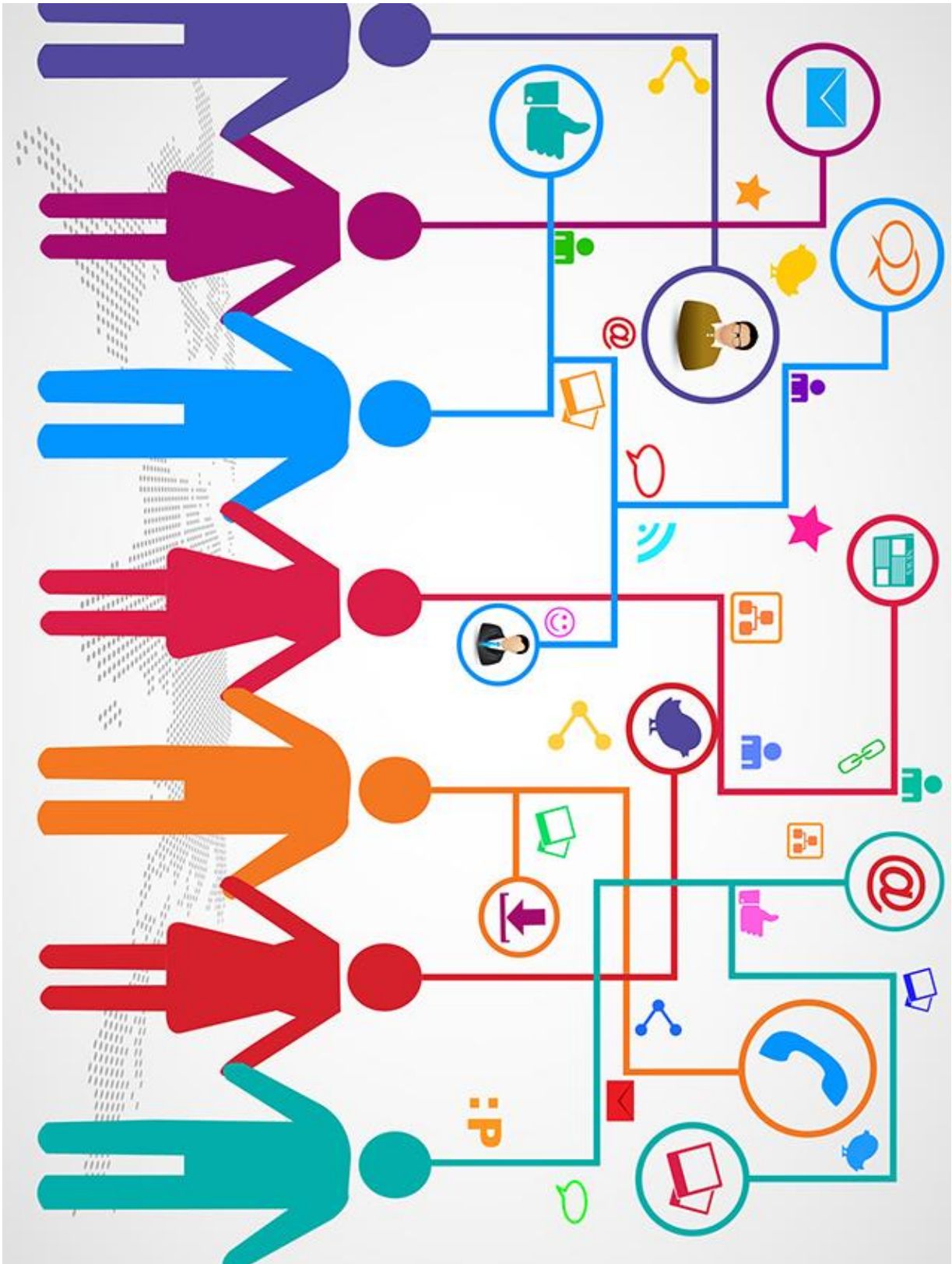
4) It is important to match the type of communication to the situation. In this fast moving world:

- a) What communication tools are available?
- b) Match type of communication with common situations in your club.



- 5) What new technology could be used to expand your Rotary club's communication efficacy?
- 6) What barriers or problems exist to effective communication in your club?

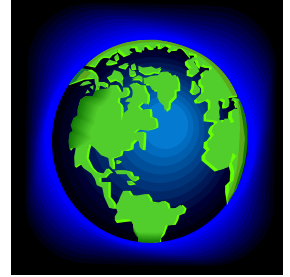
Insert CC-1: Good to Know for Club Communications





International Service

As I further my Rotary journey, I can build connections around the world,
helping meet needs, solve problems, and build peace



Session Goals

How can I, as an individual Rotarian, contribute to International Service?

Exchange ideas supporting why my club should be involved in International Service

Explore ideas for International Service projects

Materials

Insert IS-1: Good to Know for International Service

Insert IS-2: Suggested Steps in Developing an International Service Project

Insert IS-3: RI Programs – Service Opportunities

Insert IS-4: Get Connected – Network Internationally

Find out more at <https://goo.gl/hGiQYm> or QR scan:

This is a course in the Service Spiral going across the 3 days of RLI. Prior courses include Our Foundation, Creating Service Projects and Targeted Service. Additional courses in this spiral include Vocational Service Expectations. Leadership and Membership have separate spirals.



Session Topics

- 1) In Rotary, what is International Service?
- 2) What is the goal of International Service?
- 3) Why shouldn't we just concentrate on our local community?

What makes a service project effective?

Effective service projects do more than just offer a quick "fix" to problems. Typically, Rotary's most effective service projects:

- Respond to real issues
- Improve community members' lives
- Incorporate the abilities of those who are served
- Recognize the contributions of all participants as important and necessary
- Are based on a realistic assessment of available resources
- Aim for specific goals and objectives with measurable results
- Build effective networks
- Empower people and communities

From Communities in Action 605-



4) International Project Development Plan

A Rotarian while traveling internationally visited a Rotary club and became interested in helping with a problem in that community. After obtaining her club's commitment to do something, how should they proceed? Use Insert IS-2: Suggested Steps in Developing an International Service Project to outline an idea for with preliminary details for a project.

5) International Service can be with Rotary Foundation support or without. What are the advantages of each?

6) In addition to using the power of Our Rotary Foundation, explore how clubs and Rotarians can participate in International Service without doing a service project? Use Insert IS-3: RI Programs – Service Opportunities, and Insert IS-4: Get Connected – Network Internationally, to suggest alternative ways to serve the community from Question 4.

7) How can:

- a) your Rotary District be a resource for International Service?
- b) you use your particular vocational skills in International Service?
- c) An International Service activity fulfill your obligation (commitment) to the Object of Rotary

8) How can you “turn on” other Rotarians in your club to the excitement and reward of international service?

“Our greatest strength...at the club or international level, lies in the work that Rotarian volunteers put into the programs....Dedicated, dynamic volunteers are the mainspring of Rotary’s strength and continued growth.”

Past RI Pres. William E. Skelton— *Address to 1983 Rotary Convention, Toronto, Ontario, Canada*

“Rotarians in one part of the globe can affect lives on the opposite side of the world. We have the desires and the capabilities to give help where help is needed.... Where there [is]...a starving child...a weeping mother — Rotary can be there. Where there is a cataracted eye, a crooked limb — a need for medicine, braces, surgery — Rotary can be there. Where there is the sigh of the lonely, the despair of the isolated — Rotary can be there.

Rotary is the sanctity of fellowship, the love of brotherhood, the warmth of trust. Rotary is a vision — yet struck in stone. We build not only in concrete, but also in lives and futures.”

Past RI Pres. Edward F. Cadman
— Address to 1985 Rotary Convention, Kansas City, Missouri, USA



Insert IS-1: Good to Know for International Service

An International Service Project involves Rotary clubs from two or more countries uniting to serve one of their communities. Clubs searching for international assistance can publicize their project needs via the web to other clubs around the world. Likewise, clubs looking to support an international project can use web resources to locate a suitable candidate.

By advancing international understanding and goodwill through service, International Service Projects reflect the heart of Rotary and provide exciting, challenging, and rewarding opportunities to Rotarians.

International Service Projects aim to:

1. Improve the **quality of life** of those in need through international service
2. Encourage **cooperation** between clubs and districts in different countries as they carry out international service projects
3. Provide an effective **framework** for exchanging information regarding project needs and assistance
4. Increase **awareness** among Rotarians of International development and cultural issues as well as the importance of implementing projects that help people help themselves
5. Assist participants in **related programs** of Rotary International and The Rotary Foundation
6. Educate Rotarians about **project funding opportunities** available through the Foundation and other sources
7. **Communicate** successful project experiences to other Rotarians
8. Foster **international understanding, goodwill, and peace**

The RI Board recommends that when clubs develop programs for World Understanding Month in February, they structure at least one around International Service.

Projects should adhere to the following criteria:

1. The project is humanitarian in nature.
2. Rotarians in two or more countries are involved.
3. The project is located in one of these countries.

Getting Involved

Rotary clubs that get involved find that the project's benefits extend far beyond the communities where their projects take place. Clubs have the opportunity to (1) Undertake more ambitious projects (2) Empower all participants in service efforts (3) Develop closer ties with Rotarians abroad (4) Further international understanding and goodwill AND, (5) Address global concerns

Many clubs start participating in International Service Projects because of **informal contacts** among Rotarians... **Rotary Showcase and Rotary Ideas** are other ways Rotarians can get involved in International Service. The searchable databases and crowdfunding platforms, available at www.rotary.org, lists hundreds of club and district community service projects worldwide in need of funding, volunteers, donated goods, and partners for Rotary Foundation Grants. It also offers a list of model projects, which can be a source of best practices.

Excerpted from World Community Service Handbook: a Guide to Action. 742-EN-(908), modified by RLI



Insert IS-2: Suggested Steps in Developing an International Service Project

1. Get ideas from Rotary Web Site (Rotary Showcase or Rotary Ideas) or people who have visited a foreign country.
2. Try to select something important that will interest the club members.
3. Present the idea to the club's International Service Committee who will report to the Board of Directors.
4. If approved, make contact with Rotary club or district in the target country to seek cooperation. Conduct a “needs assessment”. Conduct a “sustainability assessment”.
5. Get estimates of project cost with cooperation of partner club/district.
6. Consider if visit to other country desirable/necessary. If so, discuss ways of financing travel.
7. Develop budget for project with partner club/district. Estimate source of funds - sponsor club, district contribution, partner club, grant funds, outside support, etc.
8. Get approval of budget by all sources of support and begin preparation of grant applications.
9. Process Foundation Grant Model applications and execute project.
10. Keep club informed of progress of project. Have pictures taken, etc. for publicity within district, to outside media, etc.
11. Thank those who supported project.
12. Send Grant Reports as required.



Insert IS-3: RI Programs – Service Opportunities

Rotary International's programs and service opportunities, listed below, are designed to help Rotarians meet the needs of their own communities and assist people worldwide.

Global Networking Groups encompass Rotary Fellowships (vocational and recreational interest groups) and Rotarian Action Groups (groups focused on service activities). The more than 90 Global Networking Groups are open to all Rotarians, spouses of Rotarians, and Rotaractors.

Interact is a service organization organized and sponsored by Rotary clubs for youth ages 14-18. It has more than 10,900 clubs in 121 countries.

Rotaract is organized by Rotary clubs to promote leadership, professional development, and service among young adults ages 18-30. There are more than 7,000 clubs in 162 countries.

Rotary Peace Fellowships Each year, Rotary selects up to 100 professionals from around the world to receive fully funded academic fellowships at our Rotary Peace Centers.

Rotary Community Corps (RCC) are groups of non-Rotarians who work to improve their communities. There are more than 6,400 RCCs in 76 countries, all organized and sponsored by Rotary clubs.

Rotary Friendship Exchange encourages Rotarians and their families to make reciprocal visits to other countries, staying in each other's homes and learning about different cultures firsthand.

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.

Rotary Youth Exchange offers students ages 15-19 the chance to travel abroad for cultural exchanges of one week to a full academic year. Rotary clubs and districts sponsor and host about 9,000 Youth Exchange students a year.

Rotary Youth Leadership Awards (RYLA) are seminars sponsored by clubs and districts to encourage and recognize the leadership abilities of youth and young adults ages 14-30.



Insert IS-4: Get Connected – Network Internationally

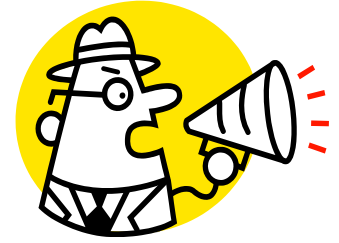
GET CONNECTED!

Make your Rotary experience truly international with these networking opportunities.





Public Image and Public Relations



As I further my Rotary journey, I will identify opportunities to promote the image of my club and Rotary to the benefit of my community and world

Session Goals

Discuss Public Image and Publicity as it relates to Rotary and my Rotary Club

Explore how my club can benefit from a Public Relations Strategy

Identify my club's target audience and how we can effectively reach it

Materials

Insert PIPR-1: Good to Know for Public Image and Public Relations – Top 40 Places for PR Resources & Ideas

Insert PIPR-2: Public Relations Case Study

Find out more at <https://goo.gl/jPygfg> or QR scan:

This is an advanced course in the Leadership Spiral going across the three days of RLI. Prior courses include The Roots of Rotary, Strategic Planning & Analysis, Team Building. Other advanced courses include Effective Leadership Strategies. Service and Membership have separate spirals.



Session Topics

- 1) Who is the club's target audience?
- 2) Discuss the differences between Publicity, Public Relations, and Public Image? Which one might we have more control over?
- 3) What is the difference between internal and external communications? What tools are available for each?



4) Public Relations Case Study

Examine Insert PIPR-2 from either the Internal (members) or External (public) target audience perspective and discuss:

- a) Specific PI/PR idea
- b) Method of communication
- c) Type of media to be used
- d) Essence of the message
- e) Whether and how any of the 4 case study questions apply to or expand your groups ideas

5) In many communities very few people even know a Rotary club exists. How can our clubs change this awareness?

6) Is it more effective to design projects and activities with PR in mind from the beginning?

7) How can club members be part of the PR strategy?

8) What can you do today to improve the PR/PI/PUB of your Rotary club main community project or activity? What would a simple communication idea look like?

“The practice of public relations varies throughout the world.

Regardless of cultural differences from one country to another, all Rotary clubs have audiences with whom they should communicate, including the media, local government officials, the business community, civic leaders, and other organizations, as well as qualified prospective members and

people directly affected by Rotary service projects.

Developing a message for these audiences and finding an appropriate way to deliver it is public relations in action.”



Insert PIPR-1: Good to Know for Public Relations and Public Image – Top 40 Places for PR Resources & Ideas

1. Rotary News & Features at www.Rotary.org for breaking news, features, press releases
2. The Press Center is available to professional media at www.Rotary.org including PSAs, Fact Sheets, Images & B-Rolls.
3. The Rotary Club Locator app at www.Rotary.org
4. The Rotary Events app at www.Rotary.org
5. Rotarian created apps for smartphones and tablets at the Community Marketplace at www.Rotary.org such as club management app www.RosterOnWheels.com
6. Rotarian created apps for smartphones and tablets at the Community Marketplace at www.Rotary.org such as group texting app www.sendtree.com
7. Rotary Global Rewards offers, discounts and giving options at www.Rotary.org
8. RSS Feeds to websites from www.Rotary.org (syndicated news that automatically downloads to a website)
9. Subscribe to the email newsletter *Rotary Weekly* at www.Rotary.com
10. Subscribe to topic of interest email newsletters at www.Rotary.com including: *End Polio Now*, *Giving & Grants*, *Membership Minute*, *Peace in Action*, *ReConnect (Rotary Alumni)*, *Rotary Convention*, *Rotary Leader*, *Rotary Service*, *Rotary Weekly*, *Rotary Youth Exchange*, *The Rotarian Newsletter (Magazine highlights)*, *Training Talk*, *Vocational Service* and *Young Leaders in Action*
11. Rotary Leader online magazine at <http://www.rotaryleader-en.org>
12. *The Rotarian* magazine and Rotary regional magazines.
13. Multimedia Resources: Rotary Video Page: <http://video.rotary.org>, YouTube: www.youtube.com/user/RotaryInternational, Vimeo: <https://vimeo.com/rotary/videos>, Facebook: <https://www.facebook.com/pg/rotary/videos/>
14. Rotary Images images.rotary.org at www.Rotary.org
15. *End Polio Now* webpage, Facebook, Twitter accounts
16. Rotary on Facebook, social media and social networking service at <https://www.facebook.com/rotary>,
17. Rotary on Twitter, online news and 140 character max tweet social networking service at <https://twitter.com/rotary>,
18. Rotary on LinkedIn, business and employment oriented social networking service operating via websites and mobile apps at <https://www.linkedin.com/company/10422/>,
19. Rotary on Instagram, mobile, desktop, and internet-based photo-sharing app and service at <http://instagram.com/rotaryinternational> ,



20. Rotary on YouTube, video-sharing website at <https://www.youtube.com/user/RotaryInternational>,
21. Rotary on Snapchat, image messaging and multimedia mobile app at <https://www.snapchat.com/add/rotary>,
22. Rotary on Slideshare, web-based slide hosting service at [https://www.slideshare.net/Rotary International](https://www.slideshare.net/Rotary_International)
23. Rotary on Vimeo, video-sharing website at <https://vimeo.com/rotary>
24. Other Social Media accounts at <https://www.rotary.org/en/news-features/social-media>
25. *Rotary Voices* Blog of stories of service from around the world at <https://blog.rotary.org/>
26. Rotary's Virtual Reality films at <https://www.rotary.org/en/vr>
27. Rotary Regional, District, or Club Websites around the world
28. Web & Phone conferencing, including various types of online collaborative services including web seminars ("webinars"), webcasts, and peer-level web meetings
29. Email, Ebulletins, Electronic Press Releases
30. District or Regional Membership Databases
31. The Learning Center, online courses, at <https://www.rotary.org/learn> (member login required)
32. Webinars at <https://my.Rotary.org>
33. Document Center at <https://my.Rotary.org>
34. Discussion Groups on over 500 different topics at <https://my.Rotary.org>
35. *The Brand Center* under my.Rotary, www.Rotary.org, for many resources
36. *Lead Your Club: Public Relations Committee* publication, download at <https://my.rotary.org/en/document/lead-your-club-public-relations-committee>
37. *People of Action* and *Humanity in Motion* media campaigns at the Branding Center with [television](#), [radio](#), [print](#), [Internet](#), and [billboard](#) public service announcements (PSAs) – many of these are free
38. PR Grants, program changes annually based on funding & emphasis (when available), RI and District Public Relations Awards (when available)
39. Cable & Public Access TV, Newspaper Supplements, Special Events on TV or video
40. Posters, signs, club brochures, presentations, district/club program booklet ads



Insert PIPR-2: Public Relations Case Study

Read the following case study, and create a public relations plan for the Rotary Club of Royal Gardens. Focus on three or four ways the club can reach out to the media and to the community directly to share its projects. Consider the questions below as you develop your plan.

The Rotary Club of Royal Gardens is located in a prosperous town of 35,000. The club's 40 members are a cross-section of the Royal Gardens professional community. The club's longest-running and most successful service project provides support for the community's growing elderly population. Through this ongoing project, club members prepare and deliver meals, arrange for home repairs, and visit hospitals.

The club also works with local schools to identify a candidate who is selected by the district to receive a Rotary Foundation Ambassadorial Scholarship. One scholar is studying the effects of global warming on ocean water levels and corresponds regularly with the club to inform members of her experiences.

The club's weekly program attracts prominent local speakers who talk about important issues facing the community. Attendance is high, and members are enthusiastic.

An informal survey was conducted by the club, and it revealed that few people in the community are aware of the club's efforts. Some respondents reported they perceive Rotary as a social club for older men.

Several members have complained about the difficulty of attracting new members as well as the lack of recognition the club receives for its service to the community. The club's activities have received no media coverage for the past five years.

1. How can the club provide basic information about Rotary International and the club to the media?
2. What aspects of the club's current activities might interest the media? Which type of media is most appropriate for each aspect? Why?
3. How might club programs be of interest to local media?
4. How can the club reach prospective members directly to inform them of its projects and membership opportunities?



Mid-Atlantic RLI

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In recognition of excellence in the completion of all three parts of the Rotary Leadership Institute (RLI) course of study in Rotary knowledge and leadership skills for Rotary club leaders

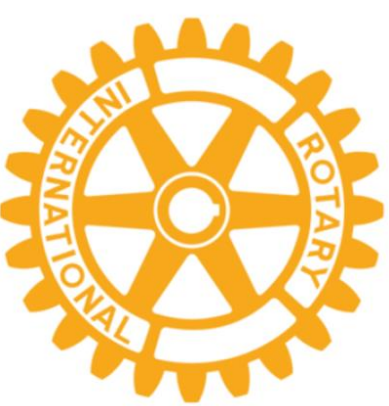
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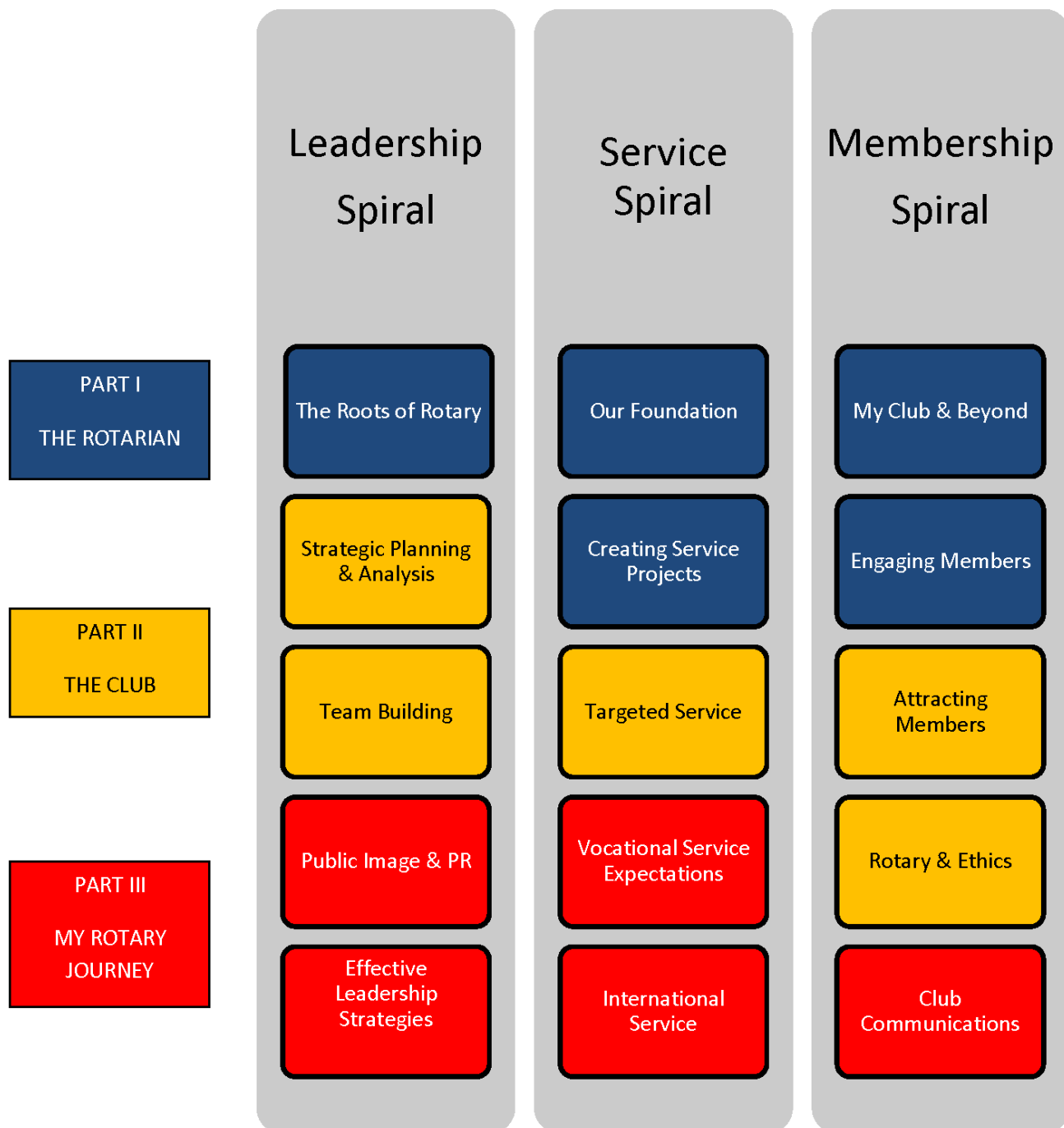
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