



ROTARY DISTRICT 5450 – CLUB TRAINING WORKSHOP

9:40am – 10:50am

LEARNING CAFÉS

Café Descriptions

#1 – Secretary Nuts & Bolts

This café will focus on the role of club secretary and the different tasks that are required to be successful including: keeping member data updated, adding and terminating members, reporting club officers, club finances, syncing information with the RI website, Rotary Online Learning Center and Rotary Club Central.

#2 – Treasurer Nuts & Bolts

This café will highlight roles and responsibilities of club treasurer including information about documenting and monitoring club funds, monthly financial reports, strategies for budget development, managing financial expenditures and more!

#3 – Foundation Nuts & Bolts

Successful strategies for educating, motivating and inspiring club members participation in Foundation will be shared at this café. Information on grant opportunities and fundraising activities at both the club and District levels will be reviewed.

#4 – Leadership & Connections

This learning café will focus on the importance of leadership and communication by creating strong connections. Participants will examine strategies for engaging and motivating club members for continued club success. This interactive session will be facilitated by District Governor Curt Harris and District Governor-Elect Bob Kemp. Time for questions and answers, along with discussion will be included.

#5 – Service Projects Development

This learning café will highlight Rotary's six areas of focus: water and sanitation; disease prevention and treatment; maternal and child health; economic and community development; basic education and literacy; and peace and conflict resolution. This café will share service project best practices and strategies for planning and execution, highlighting different international and community projects across the District. Participants will also learn about available District resources to support club projects as well as how to connect with other Rotarians who are working on similar projects.

11:00am – 12:15pm

TOPIC BREAKOUTS

Topic Breakout Descriptions

#1 – Using Technology & Social Media as Tools to Advance Your Club’s Story

This breakout session will focus on leveraging technology and social media as a way to share club information – a priority in today’s highly technical world! This hands-on session will give participants practice in utilizing social media to promote communication in order to share stories about your Rotary club. Participants are asked to bring their own device (smartphone, laptop, etc.) for this session.

#2 – Public Relations, Marketing & Membership

The strength of Rotary is in its relationships. This breakout session will focus on knowing your members, your club and your community, in order to retain and recruit individuals who will embrace your club culture and goals. Participants will learn about alternative memberships, club formats and the newest support tools from RI and the District to help us reach our goals and share our achievements.

#3 – Leveraging ClubRunner to Enhance Your Club

This breakout session will provide an overview of ClubRunner, including member profile and password updates, email communication, website pages and stories, uploading and inserting photos, and member directories. Space is limited for this session.