



**District 5300 AVENUE OF SERVICE CHAIR
VOCATIONAL SERVICE CHAIR JOB DESCRIPTION**

Responsibilities of the Chair:

This is a 3-year District leadership position, with District Governor having the final authority to ask a chair to continue in the role.

This committee was very robust pre-COVID. We need to get it geared up to do the great things we used to do. The Chair is responsible for coordinating various mentoring opportunities for youth, member Rotarians and all members in these capacities:

Youth Mentoring Programs – Subcommittee Chair

- 1) Mentoring of youth through Interact clubs and our youth leadership camps (TLC & RYLA)
- 2) Mentoring our Rotaract clubs and teaching leadership skills. Collaborating with them at club service projects
- 3) Mentoring youth in their college choices from application to interview
- 4) Mentoring youth in their career choices
- 5) Mentoring youth in their post graduate job placement (teaching interview skills)

Rotary Means Business – Support Member Businesses – Subcommittee Chair:

- 6) Offering business networking opportunities for member Rotarians – sponsored by the District – 2 per state (CA and NV) and encourage areas to collaborate to offer more in between the ones we offer.

Youth – Business Plan Competition at the District – Subcommittee Chair:

- 7) Start a Business Plan Competition at the District modeled after Rotary Club of San Marino's club to work similar to other contests – compete at club, region and district. Determine prize money for the winners.

1. Promote, coordinate and give guidance in Vocational Service programs
2. Review with the District Governor and District Governor Elect prior to the District Assembly the Governor Elect's goals and objectives designated by RI
3. Conduct a plenary session at the District Assembly with guidelines covering the following:
 - A) District Governor's goals and objectives as related to Vocational Service.
 - B) Rotary International special emphasis programs. (Should be mandated as a club objective and program)
 - C) Outline the information needed for District Reports and District

Awards

- D) Be available to speak to the clubs on Vocational Service.

4. Compile a list of all vocational service projects by club, area and District – keep an online library for all to see & access. Suggest potential partnerships within and outside of Rotary.
5. Make written reports to the District Governor as requested.
6. Submit and encourage clubs and their Vocational Service Chair to submit articles for District distribution and information.
7. Present one program about Vocational Service in at least one of each Assistant Governor's Presidents' meeting with club Community Service Chairs in attendance.
8. Hold Area Meetings for the Club Chairs for Vocational Service.
9. Prepare a budget and review it with the Governor
10. Prepare a final accounting of income and expenses and file it with Treasurer.
11. Keep a File/Journal and pass it on