

ROLE OF DISTRICT GOVERNOR

ROLE DETAILS

Title:	District Governor	
District:	9510	Date last modified: 21 st November 2020
Term:	2023-2024	

CONTEXT OF THE ROLE

Overview of Role The District Governor is an experienced Rotarian with demonstrated skills in leadership and decision making. The Governor leads the District, engages and inspires members, and promotes Rotary to the Community

- Purpose of the Role**
- Lead and champion change to strengthen Clubs to provide a meaningful Rotary experience for their members, organise new Clubs and grow membership
 - Encourage contribution and other support for the Rotary Foundation
 - Promote positive Public Image and serve as spokesperson for District
 - Develop a safe environment for youth participants
 - Conduct District conference and other meetings
 - Supervise District nominations and elections
 - Prepare budget, provide annual report, and help administer District Designated Funds
 - Complete online District qualifications
 - Work with Governor Elect and other District leaders
 - Chair the District's Leadership Board
 - Champion people development within the District

INTERACTIONS

- Working Relationships**
- The District Governor is an officer of Rotary International and reports to Rotary International Board of Directors
 - The District Governor works with Clubs, District committees and District leaders to advance Rotary programs and policies

OUTCOMES

Key responsibilities	Key outcomes	Key tasks
Strategic Planning	<ul style="list-style-type: none"> • Understand and support Rotary International's Strategic Plan • Follow District Governor Code of Ethics 	<ul style="list-style-type: none"> • Plan, develop and implement a District strategic plan supporting Rotary International's plan as required • Work with past, current and future District leaders to follow or implement the strategic plan
Leadership and Teamwork	<ul style="list-style-type: none"> • Maintain a positive and constructive presence that promotes confidence 	<ul style="list-style-type: none"> • Contributes positively within teams and support the teams' efforts. • Work with the Constitution and Bylaws and Code of Policies, both RI and Foundation, as they apply to the role of District Governor.

Key responsibilities	Key outcomes	Key tasks
Leadership and Teamwork <i>continued..</i>	<ul style="list-style-type: none"> • Innovate and develop leaders • Motivate Rotarians to participate in projects, programs and activities • Be receptive and open to feedback 	<ul style="list-style-type: none"> • Ensure the District leadership team carries out its duties • Ensure the District committees support the work of the Club committees • Engage and motivate teams and resolve any conflicts that arise • Recognise outstanding efforts of Rotarians through awards and other public appreciation
Planning events	<ul style="list-style-type: none"> • Oversee training events for incoming and future Rotary leaders • Plan the District conference • Plan District meetings and Club visits 	<ul style="list-style-type: none"> • Appoint a Chair and committee to develop and implement a suite of learning and development/training opportunities • Conduct district meetings, including the district team training seminar, presidents-elect training seminar, and district assembly • Select a site for the District conference and a Committee to oversee the event • Recommend nominations for RI President's Representative (RIPR) appointment to RI President and appoint an aide to the RIPR • Promote the conference during Club visits
Connecting with Clubs and maximising Club visits	<ul style="list-style-type: none"> • Communicate regularly with Rotarians, Rotary leaders and staff, community leaders, the media, prospective members, project recipients and the public • Support and guide Clubs by Club visits • Enhance District-Rotarian-Club relationships 	<ul style="list-style-type: none"> • Communicate well and often with Clubs to foster effective Clubs. Assisting to achieve goals, encourage membership growth and increase Rotary Foundation support • Visit each Club either as a group meeting or single Club meeting. • Rate Clubs in Rotary Club Central after each visit. • Foster feedback and innovation for continuous improvement through genuine collaboration between District, Clubs and Rotarians
Strengthening Membership	<ul style="list-style-type: none"> • Understand and support the ethos of active engaged members • Influence membership growth 	<ul style="list-style-type: none"> • Work with your director, Rotary Coordinator and District leaders to communicate your region's membership goals to Club presidents and help them implement strategies to achieve these goals • Organise new Clubs to meet the needs of a wide range of prospective members • Work with the membership committee to organise a District membership seminar • Assign online membership leads on My Rotary to appropriate Clubs and see that those Clubs take action • Encourage Clubs to develop processes to mentor, encourage and nurture new members

Key responsibilities	Key outcomes	Key tasks
Managing Foundation Activities	<ul style="list-style-type: none"> Understand and support the important structure of the Rotary Foundation committee. Ensure appointment of qualified and interested Rotarians. Communicate regularly 	<ul style="list-style-type: none"> Work with the Foundation committee chair to: Plan, coordinate and evaluate all foundation activities. Authorize the use of the District Designated Fund for grants, programs and donations. Attend the regional Rotary Foundation seminar Hold a Rotary Foundation Seminar Encourage every Rotarian in your District to contribute to the Foundation. Recognise Clubs and Rotarians that support the Foundation.
Service and Grants	<ul style="list-style-type: none"> Understand the importance of Clubs that are active in service and that it truly improves its beneficiaries' quality of life. Effective in supporting Clubs maintain their members' enthusiasm for Rotary and encourage new service efforts Coordinate Club participation in Rotary grants and programs. 	<ul style="list-style-type: none"> Ensure the District programs comply with Rotary policies and local laws and that no personal financial profit is made. Work with DGE, DGN and PDG's to ensure continuity of service projects lasting more than one year. Involve inbound, outbound and returning Rotary Peace Fellows in District and regional events. Report to the District on all Rotary grant activity to ensure transparency and stewardship of funds. Ensure training for Club qualification for grants.
Promoting Rotary's Public Image	<ul style="list-style-type: none"> Strengthen the Rotary Brand and enhance understanding for Rotary's Public Image Promote a positive image to attract and engage members. Increase contributions to the Rotary Foundation, 	<ul style="list-style-type: none"> Serve as a spokesperson for you District and Rotary Conduct District Public Image seminars Encourage Clubs to have a Public Image plan Ensure the District's website and social media sites are updated regularly Promote service projects effectively and encourage Clubs to share their projects' impact through Rotary Showcase. Rotary Club Central and through other media marketing channels.

SPECIAL CONDITIONS

- Ability to travel to attend Club meetings and activities including District programs and meetings.
- Undertake International / interstate / intrastate travel
- Attend and participate in meetings
- Attend Governor Elect training seminar (Australia) and the International Assembly (USA)
- Rotary International and District provide an allowance and reimbursement for some costs but there is likely to be some out of pocket expenses incurred by the applicant

SELECTION CRITERIA

ESSENTIAL

QUALIFICATIONS

- Rotarian of good standing in a functioning club in the District
- Served as club president for a full term or as charter president for at least six months
- Have been a Rotarian for at least seven years at the time of taking office

SKILLS, ABILITIES & ATTRIBUTES

- Demonstrated organisational skills rather than a self-focused approach.
- Demonstrated ability to inspire and motivate others, develop the strengths of and to support others, to display courage and to extend and build trust.
- Demonstrated ability to communicate effectively with a wide range of members.
- Demonstrated ability to develop, plan, implement and evaluate projects.
- A high level of consultation and negotiation skills and demonstrated emotional intelligence.
- Demonstrated ability to be a visionary and strategic thinker.
- Demonstrated ability to work collaboratively within all levels of Rotary.
- Demonstrated skills in IT, email, social media, databases including My Rotary and Club Runner.
- Problem solving and creative skills.
- Proven ability to communicate effectively, both in writing and orally

EXPERIENCE

- Understanding of the essence of Rotary International policies and practices
- Demonstrated experience in networking within Rotary
- Demonstrated experience in Public Speaking
- Demonstrated experience in leadership and team building.

KNOWLEDGE

- Knowledge of Rotary and its impact on people from all walks of life.
- Subject knowledge relevant to Rotary Foundation, Membership and promoting Rotary Public Image

Duties and responsibilities for this position should not be considered definitive. Duties may be added, deleted or modified.

Acknowledged by:

DG David Jones



Date:

21st November 2020