

DISTRICT 5300 AVENUE OF SERVICE CHAIR

JOB DESCRIPTION

VOCATIONAL SERVICE

Responsibilities of the Chair:

1. Promote, coordinate and give guidance in Vocational service activities.
2. Review with the District Governor and District Governor Elect prior to the District Assembly the Governor Elect's goals and objectives and the special emphasis programs designated by Rotary International Presidents.
3. Conduct a plenary session at the District Assembly with guidelines covering the following:
 - 1) District Governor's goals and objectives as related to Vocational Service.
 - 2) Rotary International special emphasis programs. (should be mandated as a club objective and program)
 - 3) Techniques for successful projects or programs.
 - 4) Techniques for committee operation.
 - 5) Outline the information needed for District Reports and District Awards
4. Be available to speak to the clubs on Vocational Service.
5. Make written reports. to the District Governor as requested.
6. Submit and encourage clubs and their Avenue of Service Club Chair to submit articles for District information and distribution.
7. Present one program about Vocational Service in at least one of each Assistant Governor's Presidents' meeting with club Vocational Service Chairs in attendance.
8. Serve as a Chair for Vocational Service on the District Awards Committee.
9. Assist on the District Conference Committee and chair the plenary session.
10. Hold Area Meetings for the Club Chairs for Vocational Service,
11. Special Programs

1) Literacy	1) Four Way Test
2) Hunger and Poverty	2) Dan Stover Music
3) Shelter	3) Career Development
4) Water	
5) Health	
12. Prepare a budget and review it with the Governor
13. Prepare a final accounting of income and expenses and file it with Treasurer.
14. Train and include a Vice Chair in the committee operation.
15. Keep a File/Journal and pass it on.