



Rotary District 7750 Expectations of Assistant Governors 2021-2022

1. Attend **ALL** training and workshop events for AGs

- AG Training Workshop -- **Saturday, January 9, 8:30-3:15** – Greer/Thornblade & Hybrid
- Pre-PETS/Leadership Workshop Part 1 – **February 20, 2021** - Virtual
- PETS -- Thursday through Saturday **March 18-20, 2021** -- Virtual
- Monthly AG/DG Conference calls – **Schedule to be published – new plan in development**
- DG Official Visit + 4 other club visits minimum/year -- Rate clubs with comments in RC Central following **each** club visit
- At least first club visit **and** visit with the Club Board prior to DG Official Visit
- Major District events, including Installation and Awards Banquet, RI Foundation event, All Club Conference and other training events
- Notify District Governor in advance when you cannot attend any of these major District events or Monthly AG/DG Conference Calls**

2. Role and Responsibilities of AG

- a. Be a **Club Coach** -- Help them plan and execute successfully
 - Hands-on helping 2021-2022 Presidents Assess their Clubs (January/February 2020)
 - Strengths and Weaknesses
 - Historical successes and issues
 - Membership history
 - RI Foundation contribution history
 - Service Projects history
 - Sustainability – Identification and depth of future leadership
 - Help Presidents step up expectations of themselves -- let's do better than Status Quo
 - Membership
 - Foundation
 - Service Projects
 - Sustainability
 - Hands-on helping Presidents with Club Plans** if they cannot get started or finish on their own
 - Help them develop and execute **intentional strategies with measurable goals**
 - Ideas – best practices, things that have worked elsewhere
 - Encouragement
 - Keep them accountable** to their own goals – Report progress in Rotary Club Central “Goals Center”
<https://rcc.rotary.org/#/goals>
- b. Be a **Club Communicator**
 - Monthly phone call or meeting to follow up on Governor's Email to Presidents
 - Follow District Governor's Annual Timeline of activities and deadlines
 - Maintain and use a current Assistant Governor's Club Visit Checklist
 - Promote submission of District Newsletter articles
- c. Maintain accountability for deadline dates
 - PEs registered for Pre-PETS by Dec. 20
 - PEs registered for PETS by Jan. 20 (Discount ends Jan. 20)
 - Club Planning Guides in by May 15
 - **Rotary Citation in by June 30 — completely online, no hard copy for 2021-22**
 - Governor's Award in by June 11
- d. Club and District Leadership Sustainability -- Identify, mentor, and develop future **club and district** leaders. Goal is to recruit, train, and utilize possible future AG for your area

Assistant Governor Expense Allowances for Rotary Year 2021-2022

Each Assistant Governor in District 7750 is eligible for reimbursement of up to \$400 per Rotary year to be used for the following items:

- Mileage at the rate of 56 cents per mile to attend club meetings and district functions
- Promoting and recruiting of new members (receptions, featured speakers, marketing material, etc.)
- Providing food for monthly/quarterly meetings with Presidents

The district has budgeted funds for AGs to attend Carolinas' PETS virtually - registration is \$100.

All Assistant Governors are expected to attend All Club Conference (Rock Hill) and the Foundation Banquet (Spartanburg), neither reimbursable from the AG expense allowance (for registration or accommodations). You may submit mileage for these trips.

Expense reports are to be submitted to Treasurer Lisa Mangione with receipts attached using the expense form available on the "District Leader > Assistant Governor" page on the district web site (www.rotary7750.org). Submit your expense reports monthly so we can keep up with the budget line.

A completed expense report attached to an email is considered signed.