

## Leading Rotarians

Your success as club President depends on successful working relationships with club members and district leaders. It is important to be both a leader, providing a vision for your club, and a manager, assigning responsibilities, ensuring deadlines are met, and ensuring open and direct communication with your club leadership team.

Ensure your leadership team has leadership skills and develop future leaders in your club. One very effective tool is for you to conduct a leadership retreat with your team of officers and your board BEFORE you assume office. A very helpful guide to assist you is the publication [Leadership in Action: Your Guide to Starting a Program](#) (250-EN). The guide can also serve you as a great reference tool for your leadership role.

### ***As President-Elect, you have these responsibilities:***

- Appointing club committee chairs based on members' skills and potential for growth
- Preparing your club's leadership team for the coming year
- Understanding the role of the district in supporting your club
- Providing continuity in leadership in your club and on committees

### ***As club President, you have these responsibilities:***

- Ensuring clear communication among your club and district leaders
- Recognizing club leaders and members with awards
- Inspiring members to reach goals
- Listening to all members and ensuring that their needs are met
- Working with your Club

The Rotarians on the incoming club leadership team will be involved in carrying out your club's goals, so involve them in the development of club goals. Reach a consensus for what your club wants to achieve, and then make the necessary appointments to achieve these goals. With responsibility delegated to your club leadership team, you'll have more time for inspiring members to participate in club projects or functions.

Also, ensure that your club leaders attend district training seminars and assemblies so that they're prepared for their responsibilities, and work with your club leadership team to prepare future club leaders for a smooth transition into the new Rotary year.

## *Your Club Board of Directors*

Your club's board of directors is its governing body. Its members are the President, Vice President, President-Elect (or President Nominee, if no successor has been elected), secretary, treasurer, the immediate past President, and any additional directors specified in your club's bylaws. **All officers and directors should have been elected in December prior to your year as President. This is the board's responsibility, not yours.**

Your club leadership team includes your club board members as well as your club trainer, sergeant-at-arms, and committee chairs.

The board is elected to manage the interests of the club as a whole.

Board members will work closely with you to carry out plans and achieve club goals. Based on the [Recommended Rotary Club Bylaws](#), your club's board of Directors should have these responsibilities:

- Overseeing all club officers and committee members
- Electing a member of the club to act as sergeant-at-arms
- Overseeing the club's budget; ensuring the budget includes realistic amounts for club operations and service projects and approving all expenditures not accounted for in the club budget
- Approving or disapproving proposed members and informing those who propose members of the decision, through the club secretary, within 30 days
- Reviewing the policies of the club to ensure they're being implemented as intended or revised if no longer current
- Considering innovative ways to make the club more vibrant, relevant, and fulfilling the Object of Rotary
- Examining the needs of the community and the world and creating club projects to address these needs

## *Other Very Important Leadership Considerations*

Work with your club secretary to understand the status and trends of the club during the year. The club President, secretary, and treasurer should also create My Rotary accounts to view and update club administrative data in My Rotary.

To ensure your club has a training plan, you may wish to appoint a club trainer. The club trainer should work with the club's board and committees, your assistant governor, the district training committee, and the district governor for support and ideas.

Work with your successor to ensure a smooth transition between Rotary years. Also, work with your successor to create greater continuity with your club leadership team, especially on activities that last more than a single Rotary year, such as strategic planning, committee appointments, and club service projects.

Work with your club's committees. Your club's committees should plan, promote, and implement activities and projects to carry out your club's annual and long-range goals.

As President-Elect, you have these club committee responsibilities:

- Determining how well the current club committee structure supports the goals for the coming year
- **Appointing committees & Committee Chairs no later than 31 March**
- Preparing your club's committee chairs for their roles
- Ensuring continuity on club committees and filling any openings