

# Club leadership plan

## Frequently asked questions

### **What is the Club Leadership Plan?**

The Club Leadership Plan is the recommended administrative structure for Rotary clubs. Its components are based on the best practices that have distinguished effective clubs around the world for the last 100 years. The plan emphasizes consensus in decision making, continuity of leadership and project management, and the involvement of all club members in service, fellowship, and training.

### **Why does Rotary need a Club Leadership Plan?**

Every year, Rotary leadership changes at the club, district, and international levels. The Club Leadership Plan provides for better succession planning and continuity. In addition, Rotary leaders are volunteers with many demands on their time. A recommended administrative structure allows these leaders to focus on service rather than club management.

### **Is the plan mandatory?**

No. The Club Leadership Plan's goal is to strengthen Rotary clubs by providing time-tested practices that clubs can adapt to their needs. Every club should consider the plan and adopt those aspects that would help it improve.

### **How will my club transition from its current structure?**

Your club should begin planning the transition at least six months before the next Rotary year. The process could involve adopting the recently revised Recommended Rotary Club Bylaws and the Club Leadership Plan in their entirety, or implementing the aspects of the plan that would strengthen your club. Because Rotary clubs are unique and autonomous, your club must decide what changes are needed and the appropriate time frame for transitioning.

### **What is the role of the four Avenues of Service under the Club Leadership Plan?**

The Avenues of Service (Club Service, Vocational Service, Community Service, and International Service) remain central to Rotary's work, ensuring that clubs focus on placing Service Above Self and that their service efforts are balanced and advance all aspects of the Object of Rotary. Clubs should set annual goals that address each Avenue of Service. Five standing committees – club administration, public relations, membership, service projects, and The Rotary Foundation – can help clubs attend to their operational needs as they pursue these goals.

### **Does this mean that our club board will now have five directors, one for each standing committee?**

Not necessarily. According to the Recommended Rotary Club Bylaws, club directors are elected to manage the club, and club committee chairs are appointed by the president-elect to carry out the

club's goals. Directors at large can make objective decisions on a variety of committee and budget proposals, whereas club committee chairs focus on their particular committee's work. Though some clubs may choose to have a Rotarian serve as both a director and committee chair, they are not required to do so.

### **Will the service projects committee be overwhelmed in covering Vocational, Community, and International Service?**

Clubs may opt to add subcommittees to the service projects committee. In this case, the service projects committee would oversee the subcommittees to ensure that no efforts are duplicated, and the subcommittees would pursue specific project goals.

### **What does The Rotary Foundation committee do?**

The club Rotary Foundation committee makes sure your club participates in Foundation programs and provides the funds to support them. In 2006-07, The Rotary Foundation awarded over US\$100.2 million in humanitarian, educational, and PolioPlus grants to support the Object of Rotary. Your Foundation committee pursues these types of grants to support the service efforts of your club.

### **How can the Club Leadership Plan be adapted to clubs of different sizes?**

Rotary clubs range from fewer than 20 members to more than 200. The Club Leadership Plan's focus on continuity, consensus, and member involvement would benefit a club of any size, and its recommended committee structure can be tailored to meet a variety of needs. Smaller clubs should start with the five basic committees and add more as needed. Larger clubs may wish to create additional committees or subcommittees to achieve their service goals and to involve all members.

### **Our club is only two years old. Why should we adopt the Club Leadership Plan?**

Because the Club Leadership Plan reflects the best practices of effective Rotary clubs, it allows new clubs to benefit from the shared knowledge of experienced ones.

### **What resources are available on the Club Leadership Plan?**

The [Club Leadership Plan](#) publication (PDF), which is distributed to all club presidents-elect at the presidents-elect training seminar, includes information on the plan, steps and strategies for adopting it, and a recommended time frame for implementation. On the RI Web site, a Club Leadership Plan [resource page](#) includes RI Board policy, a worksheet for transitioning to the plan, the Recommended Rotary Club Bylaws, and the *Planning Guide for Effective Rotary Clubs*, a goal-setting tool.

At the district level, your governor and assistant governor will help your club implement the plan and ensure that the five standing club committees have corresponding district committees to support their work and share resources.