

Rotary District 7610
District Rotary Foundation Scholarship Subcommittee

Job Description

Purpose:

The Scholarship subcommittee is responsible for promoting club and district participation in the Global and District Scholarship program and for ensuring careful attention is paid to four basic elements – Promotion and Selection, Orientation, Hosting Scholars and Alumni Outreach.

Qualifications of Members:

In addition to the minimum recommended qualifications established in the District Leadership Plan and Procedures Manual, preference should be given to those with club-level experience with the Scholarship program. Where practical, the committee should include members with language abilities who can assess an applicant's foreign language skills during the interview.

Chair Duties and Responsibilities:

- ❖ Distribute application materials to clubs within the district and place on the district website in downloadable form,
- ❖ Coordinate the promotion to develop understanding of and effective participation in the Foundation's Scholarship programs through the Area Foundation Advisors,
- ❖ Coordinate the district selection process for Global and District Scholars,
- ❖ Coordinate orientation for all scholarship recipients before their departure and upon their arrival; participate in regional scholar orientation when possible,
- ❖ Work with the members of the District Rotary Foundation Committee in determining the distribution of district designated funds,
- ❖ Provide guidance and training to sponsor counselors appointed by sponsor clubs for outbound program participants, and to host counselors appointed by host clubs for each inbound program participant,
- ❖ Maintain contact with recipients during the study year; encourage timely submission of reports to sponsor and host district governors the Foundation,

- ❖ Provide orientation to Rotarian counselors in sponsoring clubs of Rotary scholars who are scholarship recipients,
- ❖ Coordinate publicizing to the media and to Rotarians in the district the recipients' return from study,
- ❖ Connect recipients with the district alumni chair; maintain ties with recipients upon their return,
- ❖ Encourage clubs to access up-to-date information on the RI Web site (www.rotary.org),
- ❖ Utilize the Regional Rotary Foundation Coordinator for support in carrying out committee responsibilities,
- ❖ Work with club and district officers to ensure the full utilization of all DDF.

Subcommittee Duties and Responsibilities

- ❖ Assist the chair in notifying clubs of the scholarship opportunities,
- ❖ Assist the chair in promoting an understanding of and effective participation in the Foundation's Global and District Scholarship programs, through regular contact with each club in the district and through district meetings,
- ❖ Encourage and assist assigned club chairs in carrying out their responsibilities,
- ❖ Participate in the selection of qualified scholars and grant recipients from club-endorsed candidates,
- ❖ Assist in the conduct of orientation at club, district or regional level for all scholarship and grant recipients before their departure and upon their arrival; participate in multidistrict regional scholar orientation seminars when possible,
- ❖ Participate in meetings called by the subcommittee chair.