**Position Summary**

The Endowment Fund Subcommittee Chair is responsible for securing Benefactor commitments, Bequest Society members and soliciting major gifts from those capable individuals to build the Endowment Fund.

**Qualifications**

In addition to the minimum recommended qualifications established in the District Leadership Plan, it is recommended that Rotary Foundation committee members be past district governors, past assistant governors, effective past district subcommittee members, or experienced Rotarians. Committee members should be appointed based on their program participation, Foundation expertise and giving.

In appointing members of the Endowment Fund Subcommittee, preference should be given to Rotarians with professional expertise in fundraising, banking, investment counseling, marketing, public relations, or another financial field.

**Duties and Responsibilities**

The Endowment Subcommittee Chair shall:

1. Assist and advise clubs on setting fundraising goals regarding the endowment fund and strategies for achieving them.
2. Organize club and district recognition activities related to the Endowment Fund.
3. Motivate, promote, and advise clubs and members on all Rotary Foundation fundraising initiatives.

**Training Requirements**

All members of the district Rotary Foundation committee are expected to attend a regional Rotary Foundation seminar conducted by a regional Rotary Foundation coordinator (RRFC). In addition, all committee members are expected to attend and participate in the district team training seminar and other district training meetings as outlined in Article 20 of the Rotary Code of Policies.

At a minimum, the Grants Subcommittee Chair must:

1. Maintain up-to-date certification in Protecting Personal Data.
2. Complete a District 5080 Board Compliance Disclosure for each fiscal year of service.

**Appointments**

The governor-elect shall appoint members for the open positions of the district Rotary Foundation subcommittees for his/her year in office. It is recommended that subcommittee chairs serve three-year terms to help ensure continuity.