**Position Summary**

The Paul Harris Subcommittee Chair or Co-Chair is(are) responsible for overseeing the District’s strategy regarding Paul Harris Fellow, Paul Harris Society, and District Triple Crown Donor recognition programs and helping clubs set and achieve their contribution goals for Paul Harris Fellows and other Paul Harris Fellows/Paul Harris Society activities.

**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 Paul Harris Society subcommittee, preference should be given to Rotarians with professional expertise in fundraising, sales, marketing, public relations, or a financial field.

Due to logistical barriers related to International borders, the Paul Harris Subcommittee Chair position may be structured as a Co-Chair role with one Co-Chair responsible administering duties in Canada and another Co-Chair responsible for administering duties in the USA.

**Duties and Responsibilities**

The Paul Harris Society Subcommittee Chair/Co-Chair shall:

1. Assist and advise clubs on setting fundraising goals and strategies for achieving them.
2. Organize club and district recognition activities related to Paul Harris Fellows, Paul Harris Society Members, or Triple Crown Donor recipients.
3. Motivate, promote, and advise clubs and members on all Rotary Foundation fundraising initiatives.
4. Provide input on DDF distribution.

**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 complete:

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.