**Mentor Responsibilities:**

* Make a commitment to be a present mentor to the proposed new member
* Be the “go-to person” for questions about Rotary
* Take initiative to complete Red Badge Requirements (3 month timeline)
* Take the initiative to make the new member feel welcome
* Facilitate new member attendance of another Rotary club’s regular meeting
* Meet and “host” the new member at first four meetings that the member attends. Assure that new member sits at different tables each week and meets as many people as possible. If mentor is not available for a week, arrange for another Rotarian to fill in.
* Educate self on Membership Committee Procedures
* Notify committee chair of interest shown by new member, in committee/ project of new member choice
* Encourage new member and spouse to attend one Rotary social event
* Introduce new member to purpose and workings of Club Foundation
* Introduce new member to projects undertaken by the Rotary Foundation (polio plus etc.)