



ROTARY CLUB OF INDIO NEW MEMBER ORIENTATION



New Member: _____

Board Application Approval: _____

Sponsor: _____

Mentor: _____

Induction: _____

Red Ribbon Removal: _____

The **Red Ribbon** is Rotary’s program to familiarize new members with Rotary and their new club as quickly as possible. The **Red Ribbon** attached to the **new member’s** name badge denotes the person as a **new member**, allowing other club members to be aware of and assist with the **new member's** orientation. The **ribbon** remains attached to the badge until the **new member** completes the orientation tasks. As with the induction, a brief ceremony is held at a club meeting to remove the **ribbon** to acknowledge and celebrate the accomplishment.

A club member is assigned to the **new member** as their **mentor**. The **mentor** helps the **new member**, along with assistance from the **new member’s sponsor**, accomplish the various orientation steps and explains any situations the **new member** may not know or understand. The **sponsor** and **mentor** could be the same. As a **new member** completes a task, they should check it off the list on the back of this page and date it.

A **New Member Packet**, which includes information about Rotary International and the Indio Club in digital and hard copy form, is given to **new members** at the induction ceremony. The **new member** kit includes information such as:

- | | | |
|--|----------------------------------|---|
| 1. Rotary Terms & Acronyms | 5. Rotary Magazine cover example | 10. Rotary Support Assistance for Members |
| 2. Updated Membership List with New Members included. | 6. Guiding Principles | 11. How to Create My Rotary Account |
| 3. Club Bylaws | 7. District Newsletter | 12. Rotary Resources |
| 4. Club’s Current Budget | 8. Annual Events to Remember | |
| | 9. Rotary’s social media | |

New members should be treated just like new employees at a company. All club members should make the **new members** feel welcome and part of the Club. They should ensure they are comfortable and introduce them to other club members they have yet to meet or explain any procedures they may need help understanding.

In the case of a new business member, the **mentor** shall obtain the new business member’s business name and logo for listing in the various Club publications – including the weekly newsletter, social media, Math Field Day program, and to highlight the Business Member on the Club website, including, if desired, a link to the Business Member’s website. A Rotarian transferring their membership to our Club may have already accomplished some of the Rotary International orientation tasks. The **mentor** and **treasurer** should ensure that the **new member** knows how best to contact them. The **mentor** should check in with the **new member** weekly until the **Red Ribbon** removal ceremony, and continue for a month to follow-up with the new member and their comfort level and to answer any questions.

Board Approval Date:
12/21/2023



