

Rotary District 7610
District Rotary Foundation Annual Giving Sub-Committee

Job Description

Purpose:

The annual giving subcommittee is responsible for designing and implementing a comprehensive and effective district program to help clubs achieve their Annual Programs Fund goal.

Qualifications of Members:

In addition to the minimum recommended qualifications established in the District Leadership Plan and Procedures Manual, professional expertise in fundraising, sales, marketing, public relations, or a financial field is highly recommended.

Chair Duties and Responsibilities:

- ❖ Assist the Governor-elect and DRFC in helping clubs set challenging yet realistic Annual Fund goals, keeping in mind the organization's goal for at least US\$100 per capita,
- ❖ Advise clubs in posting their Foundation giving goals to Rotary Club Central,
- ❖ Coordinate with the Foundation Newsletter Editor or through other media to publicize the goal achievement monthly; provide regular updates to all clubs on the progress being made toward their club goals,
- ❖ Work with DRFC chair to help organize and promote special programs throughout the district during Rotary Foundation Month,
- ❖ Answer inquiries from clubs about Foundation reports and their giving records; consult Foundation staff on problems,
- ❖ Utilize the Regional Rotary Foundation Coordinator and Assistant Regional Rotary Foundation Coordinators for support in carrying out subcommittee responsibilities,
- ❖ Work with club and district officers to ensure the full utilization of all DDF,
- ❖ Educate clubs on ways to give and the distinctions among The Rotary Foundation Funds (Annual fund-SHARE vs Areas of Focus and each has

on the generation of DDF.

Subcommittee Duties and Responsibilities:

Under the guidance of the subcommittee chair:

- ❖ Promote annual gifts from every Rotarian every year,
- ❖ Promote participation by Rotarians in Rotary Direct,
- ❖ Encourage individual and club contributions in support of the club's established goal and worldwide goal for the Annual Fund,
- ❖ Help organize and stimulate participation in club and district fundraising activities and special events in support of the Foundation,
- ❖ Promote special giving opportunities such as Paul Harris Society, Rotary Foundation Sustaining Member gifts, challenge/leverage gifts, corporate matching gifts, and corporate and community Foundation support to maximize the potential of Rotarians' gifts,
- ❖ Encourage clubs and individuals to access up-to-date information on the RI Web site (www.rotary.org) and My Rotary (www.rotary.org/myrotary/en),
- ❖ Participate in meetings called by the subcommittee chair.