## POSITION:

District Training Director

## TERM:

Three-year term recommended.

## REPORTS TO:

The District Governor

## BUDGETARY RESPONSIBILITY:

In coordination with the District Governor, determine budgetary requirements, if any, for the training team.

## PREREQUISITES:

1. Be an active member in a Rotary Club in District 5320
2. Been a member of the District Training team
3. Be willing and able to devote the time and resources required to ensure that assigned duties are carried out to the highest possible level of success.

## JOB SUMMARY:

The preparation of leaders able to develop and sustain effective clubs is fundamental to all leadership development training. The RI Board has determined that effective clubs are those that:

* Sustain and or grow their membership base
* Implement successful projects that address the needs of their communities and communities in other countries
* Support The Rotary Foundation through both program participation and financial contributions
* Develop leaders capable of serving in Rotary beyond the club level.

The District Training Officer in coordination with the District Governor is responsible for developing and promoting effective district leadership seminars and other training events.

## PRIMARY JOB RESPONSIBILITIES:

1. The district trainer is responsible for supporting the governor and governor-elect in coordinating and facilitating training of club and district leaders.
2. Review with the District Governor the district training needs and assist with the planning, timing, selection of seminar leaders and training material including the Rotary Manuals and the District Operations Manual.
3. Working in conjunction with the Governor, the trainer will support the district leaders in conducting training seminars for:
* Potential Governor
* Assistant Governors
* District Committee Chairs
* District Assembly
* District Rotary Foundation
* RYLA
* Interact
* Rotaract
* District Conference chairs.
1. Communicate training goals from the district to the district seminar leadership team chairs and to the clubs.
2. Assist the district seminar leadership team chairs in identification of resources available from Rotary International to help meet the objectives and goals of their leadership-training seminar. Identify printed meeting material and other materials that are available to support their objectives.
3. Make written reports to the District governor as requested.

## SECONDARY JOB RESPONSIBILITIES

1. Participate in the planning and presentation of training classes to district staff.
2. Identify, encourage and assist in the development of future team members.