

Rotary of Calabasas
New Member Orientation



The objective of this program is to welcome new members into the club and to assist them in learning about Rotary. We have set up this program as a way to introduce you to the benefits and obligations of membership and to help you learn your way around. This program should only take you up to 6 months to complete, and we hope that you will appreciate the encouraging and welcoming spirit intended for this program.

The new member is required to complete 14 activities on the list. All 10 "Required" activities must be completed, and the remaining 4 activities can be chosen from the list.

If it is very difficult or even impossible for a new member to complete one of their required activities, let the Membership Chair know your reason and request to substitute it with one from the list of additional activities.

Upon completion of 14 activities, sign below and return this form to the Club Secretary.

When finished with this assignment, we are confident that you will have expanded your vision about the opportunities through Rotary.

Doing Good, Having Fun, and Making Friends

Any questions, contact your Mentor, Sponsor, or Membership Chair. We hope you enjoy your experiences with Rotary providing "Service Above Self" to those in need.

NAME: _____

Signature: _____

SPONSOR: _____

New Member Orientation:

1. **Attend your orientation:** A member of the Membership Committee will arrange to sit down with you and orient you about the club and Rotary International. REQUIRED _____
2. **Pay your initiation fees:** New Member Initiation fee is \$75.00. The fee covers the costs of club materials – club polo shirt, Rotary pins, etc. Your club dues will be prorated depending on the date of your formal acceptance into the club. REQUIRED _____

Rotary of Calabasas
New Member Orientation



3. **Attend your Induction ceremony:** The Membership Committee will arrange for your formal induction into the club. Your friends and family are welcome and encourage to attend this celebration. REQUIRED _____

Connect with Rotary:

4. **Complete your profile information on the club website:** The club Secretary will create a membership profile on the club website for you. You should have received your login ID and temporary password. To edit your profile, log in to www.calabasasrotary.org. Click on "Member Area" to complete your details. REQUIRED _____
5. **Download the ClubRunner mobile app:** Go to your Apps store. Download the ClubRunner app. You will need you club website login and password to register the app.
6. **Register on the Rotary International website:** Go to <https://my.rotary.org> to Register. This website provides information on Rotary International. You have joined a family of 1.2 million Rotarians focused on building a better world. REQUIRED _____
7. **Visit the District 5280 website:** Our club is a member of District 5280. Our club is very involved with the District events, and training materials. Many of our members have held leadership roles at the District level. You are encouraged to visit their website to enhance your Rotary experiences.
8. **Review the Constitution and Bylaws of the Club:** At your leisure, learn how the club is organized and how it is supposed to operate.
9. **Identify a need in the community:** Identify a community need and suggest a hands-on project to address it.

New Members:

10. **Meet with your club sponsor.** This is your personal advocate, who is there to help answer any questions, and continue to move you forward on your Rotary journey. REQUIRED _____
11. **Attend a Club Board meeting:** Observe how the club gets business done by sitting in on a board of directors meeting. The board of directors meets every second Monday of the month at 5:00 pm at The Spaces in Calabasas. Please notify the President prior to attendance.

Rotary of Calabasas
New Member Orientation



12. **Serve as a Greeter at a club meeting:** When asked to be a Greeter, plan on arriving 15 mins prior to the meeting. Warmly welcome all attendees, members and visitors alike. Greeters will be asked to perform the role of the Pledge of Allegiance or 4 Way Test leader. REQUIRED _____
13. **Give a Craft talk at a regular club meeting:** Tell the club about yourself, your vocation, and/or your personal life in a 5-8 minute talk. This is how the club will get to know more about you.
14. **Join a club committee:** Complete interests and skills survey. Tells us what you like, what you're good at, what your gifts are. We use this information to plug you into committees that would enjoy being part of. There is no shortage of ways to get involved in our club leadership or volunteer opportunities. Committees focus on service projects – International and your local community, fundraising, website development / public relations / marketing, administration, membership, vocational and youth services. Share with your mentor and Membership chairperson how you would like to get involved. REQUIRED _____
15. **Visit another Rotary club:** To really experience Rotary requires that you step outside the comfort of the local club and meet some other Rotarians in neighboring areas. Use the Rotary International Club Finder_app to see what clubs are meeting where and when.
16. **Attend the club Fireside Chat fellowship meeting:** This meeting is held 1-2x a year to provide to our newest members information on Rotary at our Club, District, and Foundation level. REQUIRED _____
17. **Volunteer for at least 1 club fundraiser and 1 club service event:** Volunteer for at least one club fundraiser and one club service event. REQUIRED _____
18. **Donation to Rotary International Foundation:** Annual donation to Rotary International is \$100. The funds donated to the foundation are used to 'do good' around the world. For the past decades, Rotary's focus has been on the eradication of polio around the world, which we are 'this close' to achieving. Also, our donated funds come back to us in the form of available grants at the District and Club levels.

Rotary of Calabasas
New Member Orientation



Member in Good Standing:

Club Dues: Annual club dues is \$300, paid quarterly in July, October, January, and March. Rotary year is July 1st – June 30th. Dues are considered 'past due' by the 10th of the following month.

Club Attendance / Participation: Attendance at meeting and participation at Rotary events is important to learn and experience what Rotary is about. Our club requires a minimum of 30% involvement of your combined attendance and participation. The board reviews each member's involvement in Dec and June of each year.