

New Member Orientations

Katie Rife (KRIFE@cottinghambutler.com) from Bloomington-Normal Sunrise and Janet Ellis-Nelson (janetnelson1994@gmail.com) from Champaign Rotary shared the materials their clubs use to orient new members, make them feel welcome and engage them, as soon as they join Rotary. Janet shared: 1) **Information for Prospective New Members**, which states the many benefits of joining Rotary and clear expectations of what is expected of new members. This is typically given to people with an application for membership after someone has attended one or more club meetings. 2) **The Wonderful World of Rotary**, which is given to new members when they join the club. It includes a welcome letter from the president, general information about Rotary, and a description of the Areas of Service and the club committees. 3) New members are asked to complete a **Member Bio. Sheet**. A Bio. is written up using this information and their membership application and is posted in the next club newsletter and on Facebook so all club members can welcome the new member. 4) When 4-5 new members have joined the club, a group of diverse club members holds a New Member Orientation dinner and shares a PowerPoint presentation, **Champaign Rotary Club Welcome Party for New Members**. This slideshow contains general information about Rotary, the district, and many pictures showing the fun their club has at socials, doing service projects, attending district conferences, etc. 5) The Rotarian who sponsored the new member or another Rotary volunteer uses the **Champaign Rotary New Member Checklist** to record when the new member joined the club, that they have been invited to participate in a social, service project, meeting helper, and on one or more committees. The sponsor is responsible for notifying the club president when a new member has one year of membership so it can be celebrated at a club meeting.

Katie shared: 1) Bloomington-Normal Sunrise's **New Member Checklist**. They expect a potential member to attend at least three club meetings, then a member of the Membership Committee sits down with the prospective member over coffee and explains all the expectations for club members. Once prospective members sign that they understand the expectations, paid their dues, and signed up for Rotary Direct, their membership applications is sent to the board for approval, and they are inducted into the club. The new member's sponsor is emailed the 2) **Sponsor Checklist for New Members** to be sure the new member is invited to participate in socials, service projects, and club committees. The new member is also given 3) **A Rotary New Member Reference Guide**, which has very specific information about each of the committees, including committee chair(s), email addresses for the chair(s) and when the committee meets. It also includes the Avenues of Service and the Four Way Test.