

Rotaract in Great Britain & Ireland

MDIO's in Rotaract – What, How and Why?



January 2009

1. What is an MDIO?

- Stands for Multi-District Information Organisation
- They function as regional offices of information & resources
- They are comprised of Rotaract Clubs in 2 or more districts
- They are formed for the purpose of facilitating communication & disseminating information

Over the last 10 years, Rotaract MDIOs have been a driving force in enhancing communication & promoting Rotaract awareness & growth in many regions of the world.

2. Rotaract in Great Britain & Ireland (RGI)

Rotaract in Great Britain & Ireland is a Multi-District Information Organisation (MDIO), which was formed in 1993 and covers Great Britain, Ireland, the Channel Islands & Isle of Man, encompassing districts 1010 to 1290.

It's main aim is to disseminate information around all 29-member districts. An important thing to remember is that RGI has **no legislative power**.

The tricky thing to remember is that Rotaract clubs are sponsored by one or more Rotary clubs, and are answerable to them, and that is the only official formal link between Rotaract and Rotary. Whilst Rotaract has MDIOS such as RGI, Rotary does not – with the exception of RIBI which is the only Rotary multi-district gathering. Whilst it is obviously ideal for Rotaract and Rotary to work together at the district and RGI/RIBI level, it should be seen more as a grace-and-favour situation from which Rotary could withdraw if they choose.

3. Purpose for RGI

As an information organisation, the purpose of RGI is as follows:

- To disseminate information to all member districts and clubs
- To facilitate communication between clubs, districts
- To provide assistance and support to the District Rotaract Chairman (DCs)
- To provide training for DCs and District Rotaract Officers (DROs)
- To represent all Rotaract Clubs & DCs in communications with Rotary International & Rotary International in GB&I

4. Tools to realise these objectives

There are several tools at the disposal of the Officers of the RGI MDIO, these include:

- Organising Council meetings for attendance by the DCs and DROs
- Organise an annual conference for all Rotaractors and Rotarians in these Islands to attend
- Our MDIO website – www.rotaract.org.uk
- Distribution of the RGI Newswire on a monthly basis
- Providing an RGI event calendar
- RGI Mailing lists – Club Presidents, District Chairman, District Rotaract Officers and RGI Executive Members are automatically added to these e-mailing lists at the start of a new Rotaract Year. Posts are moderated but provide an avenue for messages to be sent quickly and free of charge

5. Funding of RGI

RGI is funded in two different ways, the first is through subscriptions. Each club is asked to pay a nominal fee each year e.g. £30 to cover the administrative costs of RGI. The important thing to remember is that subscriptions from clubs and districts are completely voluntary.

The other avenue in which RGI is funded is by grants from Rotary in Great Britain & Ireland (RIBI). This is an optional grant from RIBI and can be revoked at any time.

A budget is compiled before the start of the Rotaract year and presented to the DCs for approval.

6. Benefits of RGI

There are numerous benefits to the existence of RGI that highlight the continued need for Clubs/Districts to pay their subscriptions to ensure RGI can continue to run effectively, these include:

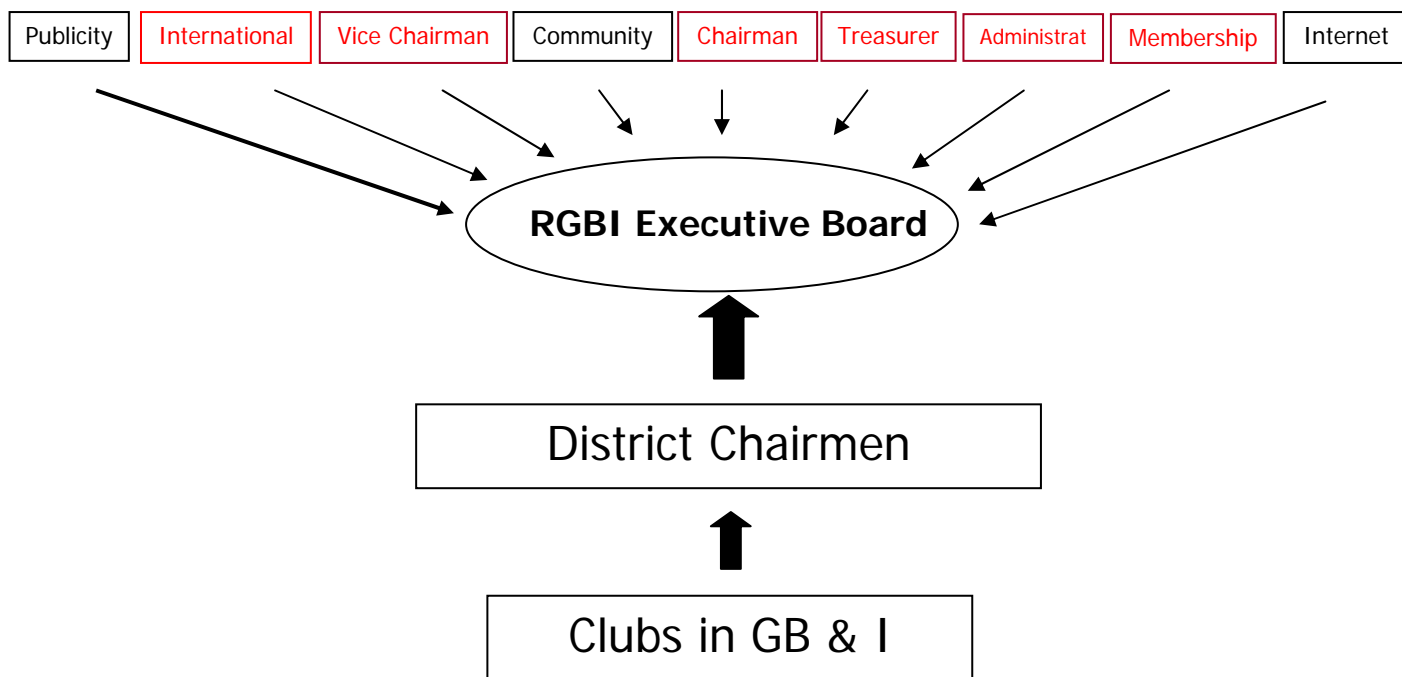
- Our website – www.rotaract.org.uk – an invaluable source of information – without funding this would be discontinued
- Publicity materials such as posters and leaflets available for clubs/districts to purchase at discounted prices
- Creation of best practice guides collated from experiences of Rotaractors around Our Islands for other clubs/districts to benefit from
- Production of the RGI Directory - without funding this would be discontinued
- A support structure for Clubs and Districts to call upon for advice
- Wider audience to promote club/district events to via the RGI email groups

7. RGBI Executive Committee Structure

The RGBI Executive Committee shall consist of a minimum of the Chairman, the Administrator, the Treasurer, the European representative and the Immediate Past Chairman who shall remain in office from 1st July until 30th June or until their successors have taken office.

However, it is also recommended to have a Vice Chairman and Membership & Extension Officer in place. Other optional positions on the Executive Committee are Publicity, Community and Internet Officer.

The structure of RGBI is shown in the diagram below, with RGBI Executive Positions that are highly recommended highlighted in red.



For details of eligibility, nominations and elections read the RGBI Constitution – available for download from the RGBI website

8. RGBI Executive Committee Roles

Below details the basic job specifications for each of the RGBI Executive Committee Roles.

Chairman:

- Lead the team
- Face of Rotaract to Rotary at GB&I and when required District and Club levels too
- First line of contact for DC's
- Support RGBI Exec Team
- Follow-up Potential New Clubs (as a secondary role – Membership & Extension Officers role)
- Report to General Council and RIBI Projects Committee (Youth Ops) & attend meetings
- Produce and send out monthly RGBI newsletter (can delegate to Administrator or Publicity Officer)
- Sit on the selection committee for Rotaract Overseas Projects
- Present at RIBI & Inner Wheel Conferences & District Conferences if no Rotaract Representation

Vice-Chairman

- Help to lead the team
- Support and deputise for Chairman
- Support the other members of the RGBI Exec Team by taking on some of their actions
- Not automatic succession to next year's Chairman, but it is hoped that this will happen

Administrator:

- Take minutes of RGBI Exec and Council meetings and circulate them
- Post hard copies of emails to DCs and DROs without email
- Assist Membership & Extension Officer to maintain RGBI Directory

Treasurer:

- Keep accounts
- Collect subs
- Provide advice on insurance issues
- Change signatories on accounts on year change
- Prepare budget for year

Immediate Past Chairman:

- Deputise for the RGBI Chairman when required
- Provide advice and support to all current RGBI Exec members, but in particular to the RGBI Chairman

Membership & Extension Officer:

- Help Rotary form new clubs
- Keep Extension Manual updated
- Support Rotaract clubs with membership issues
- Keep Kickstart Guide updated
- Responsible for maintaining directory (hard copy & web), responding to enquiries (phone and electronic)
- Keep and answer the RGBI mobile phone (phone to be registered to them each July)
- Respond to membership enquiries on rotaractnet
- Forward membership enquiries onto appropriate club or DC and follow up to ensure they've been actioned
- Monitor membership enquiries on the RGBI website, reroute them as necessary and encourage clubs to respond
- Pass details of ex-Rotaractors onto Rotary
- Work with RIBI Foundation and Youth Activities Committees to get names and contact details for Ambassadorial Scholars and GSE Team members (leave RYLA to the districts to sort out)

International Officer:

- Represent RGBI at ERIC (Rotaract Europe) meetings and EUCO
- Encourage Rotaract clubs and districts to do international projects
- Be a member of rotaractnet, and respond to relevant discussions on behalf of RGBI
- Encourage clubs to submit articles for the ERIC newsletter & RI New Generations E-newsletter
- Promote World Rotaract Week and run "Unusual Breakfast" competition (if taking place)
- Promote clubs to enter RI Awards & Citations & ERIC Awards
- Promote International Club Twinning & provide advice on this matter

Internet Officer:

- Maintain the RGBI website
- Maintain RGBI yahoo groups, including council, Exec, DRO, Club and RGBI lists, and others as needed
- Promote best practice in web and e-mailing to districts and clubs

Publicity Officer:

- Support clubs and districts with publicity ideas and issues
- Coordinate supply of articles to RIBI Rotary Magazine
- Encourage DCs to supply articles to Rotary District Magazines
- Research and coordinate Rotaract article in Our Islands press (GB & Rep. Of Ireland)
- Research and coordinate Rotaract advert on Our Islands radio (GB & Rep. Of Ireland)
- Roll out the RGBI CD and PowerPoint Presentation
- Liase with RIBI Communications Committee for joint PR opportunities
- Co-ordinate the hire of the RGBI Hall of Friendship Packs
- Co-ordinate, with the assistance of the RGBI Chairman, the Rotaract stand at RIBI Conference
- Liase with RIBI Youth Activities & Foundation Committees to publicise Rotaract to their programmes e.g. Interact MDO Rally, RYLA weekends, Foundation Scholars etc
- Send posters, leaflets and pens to clubs and districts who ask for them
- Identify new marketing materials and PR/Advertising avenues

Community Officer:

- Manage the RGBI Protection Policy – ensuring updates to the policy are actioned, with advice from RIBI and that all clubs/district have adopted a policy where applicable
- Disseminate enquiries received by RGBI from charities asking to make contact with districts and clubs
- Collate and disseminate the great work that clubs and districts are doing via RGBI email lists
- Maintain and update the RGBI Project library on the RGBI website
- Work with Publicity Officer to communicate good community stories and with the International Officer regarding community projects with an international dimension
- Promote Rotary International Outstanding Projects Awards & Presidential Citations
- Promote World Rotaract Week with the International Officer
- Promote entries to the Annual RGBI Awards

RIBI District Specialist on Rotaract/RIBI Rotaract Officer (Rotarian) as an ex-officio member of the committee :

- Give advice and support to DC's and clubs who have difficulties with Rotary support
- Represent Rotaract at RIBI Projects meetings (Youth Opportunities)
- Press Rotary Districts to give Rotaract prominence at Conferences etc
- Lead Rotaract Training Seminar
- Promote joint activities between Rotary & Rotaract.
- First line of contact for DROs

All Exec Members

- Facilitate communication between clubs and districts in RGBI, and provide assistance and support to Rotaractors and Rotarians
- Promote attendance at RGBI events, particularly conference
- Encourage DCs & DROs to attend council meetings
- Attend all council meetings & RGBI Conference
- Promote Rotaract at every opportunity