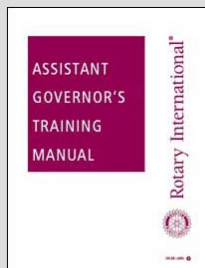




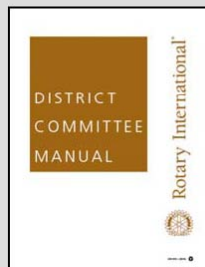
December 2006

District team training materials to be mailed



In December, the district team training materials will be sent to district governors-elect for distribution to assistant governors and district committee chairs before the [district team training seminar](#).

District committee chairs should ensure that members of their committee have the necessary training materials. The [Assistant Governor's Training Manual](#) (244-EN) and the [District Committee Manual](#) (249-EN) include discussion questions that should be reviewed before the training meeting.



New club-level training

As of its [November 2006](#) meeting, the RI Board encourages clubs to

- Appoint a club trainer to focus on the club's training needs
- Implement a leadership skills program to develop club members' personal leadership skills, enhancing their professional lives and developing future club leaders

Work with your assistant governors and district training committee to ensure clubs have a training plan ensuring that

- Club leaders attend district training meetings
- Orientation is provided for new club members
- Ongoing educational opportunities are available for current club members
- A leadership skills development program is available for all club members

Plan for your club's future!



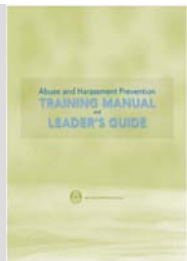
At the [presidents-elect training seminar](#) and the district assembly, club presidents-elect work on the [Planning Guide for Effective Rotary Clubs](#) (862-EN) to assess the current state of their club, set goals, and determine the steps needed to achieve them. A copy of the guide is included in the [Club President's Manual](#) (222-EN).

We need your suggestions!



We're gathering information on the use of the [Assistant Governor's Training Manual](#) (244-EN) and the [District Committee Manual](#) (249-EN). Your responses will help us improve these manuals. Please take a moment to provide feedback at <http://www.surveymonkey.com/s.asp?u=673932749108>

Abuse and Harassment Prevention Training Manual and Leader's Guide



The [Abuse and Harassment Prevention Training Manual and Leaders' Guide](#) (775-EN) and [slides](#) are now available in nine languages. Five copies of this manual have been sent to all district governors for distribution to youth program chairs. This manual is available for [download](#) or [purchase](#) on the RI Web site.

Rotary Awareness Month



Spread the word about Rotary in January!

- Share [Rotary's mission](#).
- Publicize Rotary club events to the community.
- Update Rotarians on scheduled club and district activities planned for the New Year.

Training Poll

According to November's training poll results, 92 percent of Rotarians will attend their district leadership seminar and 8 percent will not.

December's poll asks, "Have you participated in a club assembly this year?" Visit the Training page to take this [poll](#).

Training Tip

It's important for trainers to follow up with participants to make sure new skills have become routine. Effective follow-up can be accomplished by

- **Strengthening skills:** Support participants' use of new skills by conducting practice sessions where they can demonstrate their mastery of material previously covered.
- **Reviewing action plans:** Plans developed during training should include specific details on how new skills will be used and be tailored to each participant's needs.
- **Maintaining communication:** Staying in touch with participants will motivate them to keep their commitment to working on new skills.

Looking for more training tips? Find a [collection](#) on the Training page.

Questions or Comments?



Your questions and comments about [Rotary Training Talk](#) are always welcome. Send them to training.talk@rotary.org. Use the "Forward e-mail" link below to send this message to a fellow Rotarian.

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