

The aim of the Service and Administrative Committees of RIBI is to support the districts as they work to meet the RI Strategic Plan, with the support of the Rotary Support Centre.

Committee Chair

1. Coordinates and leads the committees work in supporting the RI Strategic Plan, through enabling Committee members to:
 - Support district specialists and district leadership teams
 - Support club specialists and leadership teams
 - Share information and exchange ideas
 - Produce a regular newsletter
2. Report to Executive / General Council by prescribed dates
3. Work effectively with Executive Liaison person to ensure clear two way communications between RI, RIBI and Districts

Committee Members – generic role

- Work in designated role developing and sharing specialist knowledge with District Specialists and Leadership Teams
- Engage with the District leaders to create a network of specialists that exchange information and share good practice
- Follow reporting mechanisms in a timely manner ensuring that the chair has sufficient information to report to RIBI Executive or General Council

International Committee

Committee Chair and Specialist Roles in -

Lead for Inter Country Committee

- Works to support the designated inter-country committees
- Facilitates idea exchange and support for project development

Lead for Disaster Response

- Facilitates district and club response to international disasters
- Works with the Home team lead for consistency of message

Lead for Youth Exchange and NGSE

- Supports districts and clubs in their participation in these programmes
- Links with the Youth Lead in the Home team to provide consistency of information

Home Committee

Committee Chair and Specialist Roles in-

Lead for Youth

- Coordinates activity, and reporting mechanisms of those designated to:-
- Provide support to districts and clubs on the Youth Competitions
- Provide support to districts and clubs on Youth Programmes e.g. RYLA, RotaKids and Interact
- Provides support to district and clubs in the areas of Technology Tournaments (TT)

Lead for Community and Vocation

- Coordinates the activity, and reporting mechanisms of those designated to:-
- Provide support to districts and clubs on community based projects

- Provide support to districts and clubs on vocational service
- Provide support to clubs and districts on environmental issues
- Provide support to districts and clubs on resilience and disaster support

Lead for Partnerships, sponsors and Events

- Works with clubs and districts in the development of strong community partnerships that delivery projects and reap the PR and membership dividend
- Develops a network of individuals and companies that support Rotary activity through sponsorship
- Coordinates the activity and reporting mechanisms of those with designated responsibility for Shakespeare Schools Festival, Big Bang and Let's Hear

Leadership Development and Training Committee

Committee Chair and Specialists in -

Lead for District Governor Journey

- Working with the designated DG cohort facilitators to ensure the DG Journey Programme is delivered with consistency and continuity, being mindful of RI training programme to ensure no duplication

Lead for AG development

- Working with the chair and other committee members to deliver the AG training programme in RIBI

Lead for facilitator development

- Working with DG and LDTC Committee members identify and train facilitators to support Leadership development in RIBI and offer ongoing support and development

RIBI Membership Development – working alongside RI Coordinators and Assistant Coordinators:

Membership Development Lead

- Supports and provides an information gathering and sharing system in relation to Rotary 2.

New Club Formation Specialist (North, Central and South)

- Develop and share specialist knowledge on **Rotary 2** with district leadership teams
- Engage with the districts to create network of specialists that exchange information and share good practice for delivery of **Rotary 2** objectives
- Follow reporting mechanisms in a timely manner ensuring that information is reported to RIBI Executive / General Council
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Rotaract Specialist

- Shares specialist knowledge of Rotaract with New Club Formation Specialists and supports Rotaract development in districts.

Public Image Committee – RI Appointees

- 2 x Rotary Public Image Coordinators (RPICs)
- 6 x Assistant Rotary Public Image Coordinators (ARPICs)

Foundation Committee – RI Appointees

- 2 x Rotary Regional Foundation Coordinators (RRFCs)
- 6 x Assistant Regional Foundation Coordinators (ARRFCs)

Constitutions Committee

Committee Chair and three members

- Advises the General Council, districts and clubs on constitutional matters
- Consider and approve or otherwise any proposed amendments to the *Standard RIBI Club By-laws*
- Prepare for adoption by the General Council amendments to the *Constitution and By-laws of the Association* and the *Standard RIBI Club Constitution and By-laws* when necessary

Finance Committee

Committee Chair and four members

- General supervision of the finances of the Association
- Submit a report and statement of accounts and balance sheet, duly audited for adoption at the business meeting, to the General Council
- Prepare a budget of estimated income and expenditure