District Rotaract Training Assembly RY 2023-24



Club Service, Public Image & Communications Workshop





Trainer: Chaiyawat Virak

3rd Year in Rotaract

Rotaract/Rotary Leadership Roles Past and Present:

Club: (1) Vice President of Rotaract Club of UNIMAS RY 2021-22

District: (1) District Club Service Director RY 2022-24

Education Background

Selangor Matriculation College - Foundation In Accounting Bachelor's Degree in Psychology, UNIMAS

Current Doing:

Psychology Be Alive Rotaract









Trainer: Wong Hao Mun



Rotaract/Rotary Leadership Roles Past and Present:

Club: (1) Professional Development Secretariat of Rotaract Club of UNIMAS RY2019-20

(2) President of Rotaract Club of UNIMAS RY 2020-2021

(3) Sergeant at Arms of Rotaract Club of UNIMAS RY2021-2022

District: (1) District Rotaract Communications Director RY2022-2023

(2) District Rotaract Public Image Director RY2023-24

Education Background

SMK Main Convent, Ipoh - Science Stream + English Literature St. Michael Institution, Ipoh - Sixth Form in Science Stream

Current Studying:

UNIMAS - Bachelor Degree in Computer Science (Multimedia Computing)







Trainer: PDRR Divagaran S/O Kalaivanan

Rotaract/Rotary Leadership Roles Past and Present:

Club: (1) Vice-President of Rotaract Club of ITE College East RY 2016-17

(2) President of Rotaract Club of Ngee Ann Polytechnic RY 2018-19

(3) President of Rotaract Club of Raffles City RY 2020-21

(4) Treasurer of Rotaract Club of Raffles City RY 2021-23

(5) Sergeant-At-Arms of Rotaract Club of Raffles City RY 2023-24

District: (1) Rotaract Club Service Chair RY 2019-20

(2) Rotaract Zonal Representative (Singapore) RY 2020-21

(3) District Rotaract Representative RY 2021-22

(4) Elevate Rotaract Lead RY 2022-23

(5) Vice-Chair, Diversity, Equity and Inclusion Committee RY 2021-26

(6) District Rotaract Communications Director RY 2023-24

Asia Pacific

/Regional: (1) Asia Pacific Rotaract MDIO Secretary RY 2022-23

(2) Asia Pacific Regional Rotaract Conference Chair RY 2022-24

(3) Asia Pacific Rotaract MDIO Brand Compliance Manager RY 2023-24

(4) Assistant Rotary Coordinator - Rotaract Zone 10C RY 2023-25



Education Background:

ITE Higher Nitec in Accounting Diploma in Ngee Ann Polytechnic Accountancy Bachelor's Degree, Double Major in Finance and Global Politics & Policy

Current Occupation:

Academy Executive / Trainer at Halogen Foundation Singapore







Ice breaker



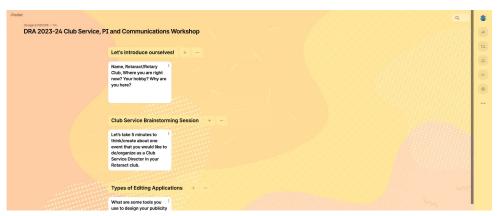


Padlet for our workshop!





https://tinyurl.com/ DRA2023-24ClubservicePICPadlet









Let's Introduce Ourselves!



- Name
- Club
- Where you are right now?
- Your hobby?
- Why are you here?







1

Overview of Rotary and Rotaract





The Rotary Mission



- A. provide service to others,
- B. promote integrity, and
- C. advance world understanding, goodwill and peace
- through our fellowship of business, professional and community leaders







What is Rotaract?



Rotaract is a service club for men and women aged 18 and above who are dedicated to finding innovative solutions to the world's most pressing challenges while developing professional and leadership skills.

Rotaract stands for: Rotary in Action

Motto: Fellowship Through Service







Types of Rotaract Clubs





Institutional-based

Usually taken as extracurricular activities for self and professional development through service



Community-Based

For youths who would like to have a platform to impact changes in their communities





We have more than 250,000 members in more than 10,000 Rotaract Clubs worldwide!





Spread Across 184 countries Grouped into 529 districts





2

About our District and What we do

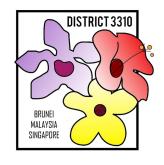




We belong in District 3310!



- Zone 1: Johor and Melaka
- Zone 2: Sabah
- Zone 3: Singapore
- Zone 4: Sarawak





30 Active Rotaract Clubs







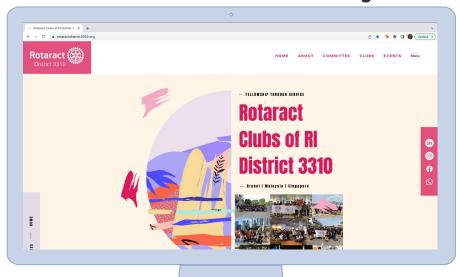
Our Social Media Platforms!



@Rotaractd3310



www.rotaractdistrict3310.org







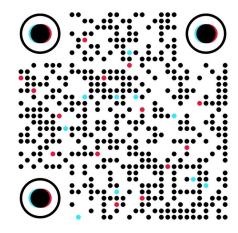






Our Newest Social Media Platform!





@rotary3310

Rotary District 3310







Our Rotaract Clubs





Zone 1 (Johor, Malacca)	Zone 2 (Sabah)	Zone 3 (Singapore)	Zone 4 (Sarawak)
Community-based Bandar Penggaram Johor Bahru	Institutional-based INTI College Sabah Institute Science and Management Universiti Malaysia Sabah UMSKAL	Institutional-based ITE College Central ITE College East ITE College West Ngee Ann Polytechnic Singapore Polytechnic Nanyang Technological University National University of Singapore Singapore Management University Singapore University of Technology and Design Singapore Institute of Technology	Curtin University SEGi College Sarawak Swinburne Sarawak UNIMAS Community-based
		Community-based Ang Mo Kio Bukit Gombak Choa Chu Kang North West Raffles City Singapore West Singapore Singapore City	• E-Rotaract 3310







DISTRICT ROTARACT
REPRESENTATIVE
Kaylene Pillai

Rotaract Club of Raffles City



CHAIR

PP Brian Tan

Rotary Club of Raffles City

DISTRICT ROTARACT



ROTARACT ADVISOR PDG Michael Yee Rotary Club of Garden City



CHIEF OF STAFF
Dervin Lua Wei Jun
Rotaract Club of North West

DISTRICT ROTARACT



DISTRICT ROTARACT
SECRETARY
Lai Yin Zhi
Rotaract Club of Raffles City



DISTRICT ROTARACT TREASURER Viddyasri Subramaniam Rotaract Club of Raffles City







ROTARACTOR REGIONAL CHAIR ZONE 1 - JOHOR AND MELAKA

Vikrant Sangar Rotaract Club of Johor Bahru



ROTARIAN REGIONAL CHAIR ZONE 1 - JOHOR AND MELAKA

PP Veshnudran Sivamoorthy Rotary Club of Johor Centennial



ROTARACTOR REGIONAL CHAIR ZONE 2 - SABAH

Nor Honey Lyn E-Rotaract Club of 3310



ROTARIAN REGIONAL CHAIR ZONE 2 - SABAH

PP Kenneth Tan Rotary Club of Luyang



ROTARACTOR REGIONAL CHAIR ZONE 3 - SINGAPORE

Javen Francis Koh Wei Yang Rotaract Club of Singapore Polytechnic



ROTARIAN REGIONAL CHAIR ZONE 3 - SINGAPORE

Picasso Lin Guorong Rotary Club of Garden City



ROTARACTOR REGIONAL CHAIR ZONE 4 - SARAWAK

Joanna Mika Rotaract Club of UNIMAS



ROTARIAN REGIONAL CHAIR ZONE 4 - SARAWAK

IPP Michael Kuan Rotary Club of Kuching Central







DISTRICT ROTARACT COMMUNITY SERVICE DIRECTOR - SINGAPORE

Chloe Chia Rotaract Club of Singapore



DISTRICT ROTARACT COMMUNITY SERVICE DIRECTOR - MALAYSIA

Wong Khong Meng Rotaract Club of Bandar Penggaram



DISTRICT ROTARACT PROFESSIONAL DEVELOPMENT DIRECTOR

Ryan Yap Chen-Yen E-Rotaract Club of 3310



DISTRICT ROTARACT INTERNATIONAL SERVICE DIRECTOR

DRRE Ng Kai Qing Rotaract Club of Raffles City



DISTRICT ROTARACT
CLUB SERVICE DIRECTOR

Chaiyawat Virak Rotaract Club of UNIMAS



DISTRICT ROTARACT PUBLIC IMAGE DIRECTOR

Wong Hao Mun Rotaract Club of Raffles City



DISTRICT ROTARACT
COMMUNICATIONS DIRECTOR
APRRC 2024 CONFERENCE CHAIR

PDRR Divagaran S/O Kalaivanan Rotaract Club of Raffles City



DISTRICT ROTARACT WELFARE DIRECTOR

Johannes Gan Dombrowski Rotaract Club of Raffles City













What does the District Rotaract Committee (DRC) do?



Membership recruitment, development and retention

Leaders Training

Branding and Public Image

Communications and Information Sharing

Facilitate fellowship across pillars of service







Our Four Avenues Of Service







Community Service



Professional Development



International Service







Club Service





Rotaract SERVE TO CHANGE LIVES

Committee





Community Service















Professional Development









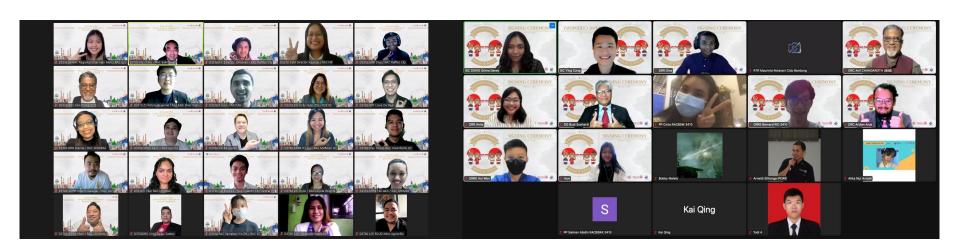






Twin Districts

District 3410 Indonesia & 3780 Philippines









Asia Pacific Rotaract Multi-District Information Organisation

- Asia Pacific Rotaract MDIO was formed on June 16, 2020 and was officially recognized by Rotary International on September 17, 2020 as a regional Rotaract multi-district information organization (MDIO) for Asia Pacific
- We are a Member District of the Organisation
- Holds one of the biggest conferences in the Asia Pacific, the Asia Pacific Rotaract Regional Conference every year









3

Rotary International Theme for 2023-24





Rotary Theme



Before that Let's Talk About This Year's Rotary Theme (CREATE HOPE in the WORLD)

CREATE HOPE in the WORLD

RI President R. Gordon R. McInally calls for Rotary to create hope in the world by working for peace and mental wellbeing. He urges members to engage in tough conversations and earn the trust that's necessary to realize these values. The goal is to restore hope to help the world heal from destructive conflicts and to help achieve lasting change. He emphasized the need for peace and continuity, including work to empower women and work toward diversity, equity, and inclusion, while not neglecting our mission to end polio.







4

Important Understanding of a Club Service Director





Club Service Director's Duties

Club Membership Director

- Ensure continuous membership growth
- Develops strategies
- Ensure members participate in activities

Club Public Image Director

- Writes & distributes Club Bulletin
- Maintains/Sets-up Club social media
- Frequent communication with Rotary and sister clubs

Club Sergeant-At-Arms

- Ensure proper protocols and procedures
- Installations, Annual General Meetings, BOD Meetings







5

Induction & Installation Protocols





Who should I invite?



- 1. District Governor (DG)
- 2. District Rotaract Representative (DRR)
- 3. District Rotaract Committee Rotarian Co-Chair (DRCRC)
- 4. District Rotaract Representative Elect
- 5. District Rotaract Representative Nominee (if elected)
- 6. Rotaract and Rotarian Regional Chairs
- 7. Sponsoring Rotary/Rotaract Club President
- 8. Sponsoring Rotary/Rotaract Club Youth Service Director
- 9. Student and Staff Advisors (where applicable)





Free of Charge

- Rotaract Clubs
- 2. Rotaract District Officers
- Rotarians
- 4. Members and Guests

To Charge

(Applicable to Clubs that have Registration Fees)

Who should be my GOH?

Priority of the order is as follows:

DG > DRR > DRC Rotarian Co-Chair > DRRE > DRRN > Rotaractor Regional Chair > Rotarian Regional Chair

If you like to have any other person as the GOH, do contact the DRR for advice



Whose messages are to be included?



- Rotary International President*
- District Governor (DG)*
- 3. District Rotaract Representative (DRR)*
- 4. District Rotaract Committee Rotarian Co-Chair (DRCRC)*
- 5. Outgoing President
- 6. Incoming President
- 7. Organising Chairperson (where applicable)

*Installation Messages are available at https://www.rotaractdistrict3310.org/district-3310-resource-page





What needs to be in the Programme Timeline?



- 1. Registration
- 2. Arrival of Guest of Honour
- 3. Toast (If it is an online event, it is optional)
- 4. Roll Call
- 5. Opening Address by Organising Chairperson (if applicable)
- 6. Speech by Outgoing President
- 7. Installation of Incoming President

- 8. Installation of Board of Directors
- 9. Speech by Incoming President
- 10. Speech by Guest of Honour

You may add any other programmes in between if needed for your installation eg. Performances/Games.







Toast



Singapore Version

1st Toast: To the President of the Republic of Singapore (Must be a Singaporean)

2nd Toast: **To Rotary International**

3rd Toast: To the Guests

Malaysia Version

1st Toast: Sultan/Head of State (Must be a Malaysian)

2nd Toast: To Rotary International

3rd Toast: To the Guests

- Toast should be led by seniority eg. PP,IPP,PE
- Toast to Guests should be done by Organising Chairperson
 - Before Toast, ensure everyone has a drink ready







Roll Call



- 1. Guest of Honour's Rotary/Rotaract Club
- 2. Rotary Clubs furthest from our District
- 3. Rotary Clubs within our District (in Alphabetical Order)
- 4. Rotaract Clubs furthest from our District
- 5. Rotaract Clubs within the District ((in Alphabetical Order)
- 6. Your own Rotaract Club

Note:

- Before announcing your club, the emcee must ask if any clubs have been missed out
- If yes, please apologize and acknowledge the clubs before you announce your club







Salutations



- 1. Guest of Honour
- 2. Past District Governors (According to Seniority)
- 3. District Governor Elect
- 4. District Rotaract Committee Rotarian Co-Chair
- 5. Rotarian Regional Chairs
- 6. Rotary District Officers
- 7. District Rotaract Representative

- 8. District Rotaract Representative Elect
- 9. District Rotaract Representative Nominee
- 10. Rotaract Regional Chairs
- 11. Sponsoring Rotary Club President
- 12. Sponsoring Rotary Club Youth Service Director
- 13. Staff/Student Advisors
- 14. Rotarians
- 15. Rotaractors & Interactors









Induction of Members



- Should be done before Installation (best not to include in Installation Ceremony)
- Past Presidents, Outgoing President, DRR or Rotaract Regional Chairs can induct members
- Use the Official Certificates that can be found here.

https://www.rotaractdistrict3310.org/district-3310-resource-page















What is Club Service?

= responsible for club programs that promote fellowship and a better understanding of Rotary





The Club Service Officer has an important responsibility, ensuring that members are kept informed on the club's project, event or activity through the Club bulletin, social media or website.

The Club Service Officer requires an understanding of meeting and Rotary procedures to be effective in this role. The Club Service Officer is responsible for a varied range of activities including:

- Keeping members informed use of information sources including the bulletin, website and Rotary information
- Other Club activities Conference chair, historian, club property, photographer, welfare officer.

Your aim as Club Service Officer is a vibrant Club, a Club attractive to all members and guests.





Club Service

- Develops strategies for membership development and retention
- Monitors attendance
- Plans fellowship activities for the membership





My Year Plan Ideas as a District Club Service Director





My Year Plan Idea as a District Club Service Director



Year Plan:

- Rotaract video project
- Finally do club bonding (min 3 clubs)
- Limitless Boundary Part 2?



My Year Plan Idea as a District Club Service Director



: Getting Started (Club Bonding) - AUGUST 2023

- =Address different topic/theme (regarding organizing event/ promote club/attract nee member/marketing strategy with PIC team) + invite speakers
- =Strengthen the club service activity across clubs
- = To revive Club Service and make it sparkle



My Year Plan Idea as a District Club Service Director



Club Activity

- :Limitless Boundary of Arts (Areas of focus) DECEMBER 2023
- = Each club sent representative to do the art
- =Will promote on district IG if able
- = Can be a drawing, poems, painting, photo, etc
- =To spread awareness on the 7 areas of focus, love and passion across clubs
- : 68 Ways (Rotaract Video Project) FEBRUARY 2024
- = interview rotaractors regarding Rotaract
- = can be episodic project, multiple series
- = share more awareness on Rotaract to everyone and to attract new members









Brainstorming Session





Brainstorm Session

Let's take 5 minutes to think/create about one event that you would like to do/organize as a Club Service Director in your Rotaract club.





Break!





Public Image & Communications





Social Media







www.rotaractdistrict3310.org



linkedin.com/company/rotaractd3310



@RotaractD3310



@racd3310



tinyurl.com/d3310whatsapp



tinyurl.com/d3310CEG



@rotary3310Rotary District 3310







Engaging your followers - Purpose

Post during...

Pre-event ->When Sign-Ups are sent out -> More members knowing about your events->Higher turnout rate

Post-event -> Update members on the event turnout -> Attract them to similar future events

Tips!

- Good to stick to one schedule (Eg. only pre-event, only post-event, both)
- Constant updates







Engaging your followers - Functions & Interactions

Functions

Make full use of the functions to make your posts interesting (Filters & highlights for Instagram & Facebook)

Interaction

Constant interaction with your followers - Carry out polls & Q&As > Understanding what your members want to see







Social Medias

Social Media

LinkedIn, Telegram channels, Instagram, Tiktok, Facebook, WhatsApp, Youtube, Discord





Booklets/Newsletters



















2022







ROTARACT DISTRICT 3310 NEWSLETTER













Statistics











THEMES



Tag us at @racd3310 and #district3310 and #rotaract We'd love to feature your events so do reach out to us!













Voice and Visual Guidelines, Website and District Channels





Q&A





Let's Service dem Clubs together!



https://chat.whatsapp.com/Eq5jo LXOuSI8ArQEEInEkI







Our Social Media Platforms!

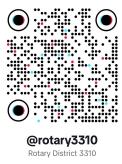


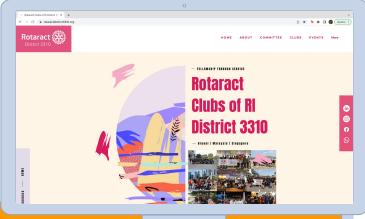


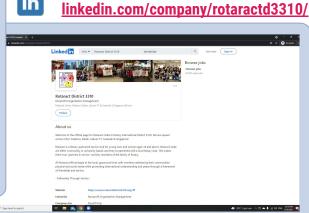


www.rotaractdistrict3310.org











https://www.rotaractdistrict3310.org/d istrict-3310-resource-page

- Awards (Citations, District Awards)
- District & Club Administrative Materials
- Training Workshop Slides
- Rotary International (Handbook, Logo Guidelines)
- District 3310 Newsletters





