

## 2021 Midwest PETS Training Topics

| Topics (From the Table of Contents –<br>“Lead Your Club, President: 2019-22<br>Edition) | Midwest PETS<br>Training Sessions | Electives | District<br>Breakouts at<br>Midwest | District Level Training (i.e<br>PETS Orientation, Grant<br>Seminar, Assemblies et |
|---|-----------------------------------|-----------|-------------------------------------|---|
| <b>Planning Your Year</b>   |                                   |           |                                     |   |
| Responsibilities – PE   |                                   |           | X                                   | X   |
| Responsibilities – PN   | X                                 |           |                                     | X   |
| Responsibilities - AG   | X                                 |           |                                     |   |
| Strategic Planning  | X                                 | X         |                                     | X   |
| Setting Annual Goals  |                                   |           | X                                   | X   |
| Evaluating Goals  |                                   |           |                                     | X   |
| <b>Leading Rotarians</b>  |                                   |           |                                     |   |
| Working With Your Leadership Team   | X                                 |           |                                     |   |
| Member Education  |                                   |           |                                     | X   |
| Motivation and Recognition  |                                   |           |                                     | X   |
| <b>Running Your Meetings</b>  |                                   |           |                                     |   |
| Club Administration Committee   |                                   |           |                                     | X   |
| Creating an Engaging Club Experience  |                                   |           |                                     | X   |
| Club Assemblies   |                                   |           |                                     | X   |
| Governor's Visit  |                                   |           | X                                   | X   |
| <b>Running Your Club</b>  |                                   |           |                                     |   |
| Rotary Club Standards   |                                   |           |                                     | X   |
| Club Constitution and Bylaws  |                                   |           |                                     | X   |
| Rotary's Online Tools   |                                   | X         |                                     | X   |
| Reporting Requirements  |                                   |           | X                                   | X   |
| Financial Management  |                                   |           |                                     | X   |
| Risk Management   |                                   |           | X                                   | X   |
| Working With Your District  |                                   |           | X                                   | X   |

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|--|---------------------------------------|------------------|--------------------------------------|--|
| <b>Strengthening Your Membership</b>   |                                       |                  |                                      |  |
| Club Membership Committee  | X                                     |                  |                                      |  |
| Assessing Your Club  | X                                     |                  |                                      |  |
| Diversity  | X                                     |                  |                                      |  |
| Attracting Members   | X                                     |                  |                                      |  |
| Managing Membership Leads  | X                                     |                  |                                      |  |
| Engaging Members   | X                                     |                  |                                      |  |
| Your Alumni Connections  |                                       |                  |                                      | X  |
| <b>Promoting Rotary</b>  |                                       |                  |                                      |  |
| Club Public Image Committee  |                                       |                  | X                                    | X  |
| Answering Questions About Rotary   |                                       |                  |                                      | X  |
| Engaging Through Social Media  |                                       |                  |                                      | X  |
| Using Rotary Marks   |                                       |                  |                                      | X  |

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|--|---------------------------------------|------------------|--------------------------------------|--|
| <b>The Rotary Foundation</b>   |                                       |                  |                                      |  |
| Club Rotary Foundation Committee   |                                       |                  |                                      | X  |
| District Support   |                                       |                  |                                      | X  |
| Foundation Funding   |                                       |                  |                                      | X  |
| Fundraising  |                                       | X                |                                      |  |
| <b>Your Projects</b>   |                                       |                  |                                      |  |
| Service Projects Committee   |                                       |                  |                                      | X  |
| Rotary Service Opportunities   | X                                     |                  |                                      | X  |
| Rotary Grants and Programs   |                                       |                  |                                      | X  |
| <b>Volunteer Management</b>  |                                       |                  |                                      |  |
| Adult Harrassment  |                                       | X                |                                      | X  |
| Conflict Management  |                                       | X                |                                      | X  |
| Change Management  |                                       | X                |                                      | X  |
| <b>Appendixes</b>  |                                       |                  |                                      |  |
| Sample Club Committee Structure  |                                       |                  |                                      | X  |
| Rotary Training Events   |                                       |                  |                                      | X  |
| Rotary Online Tools  |                                       |                  |                                      | X  |
| Club Membership Committee Checklist  |                                       |                  |                                      | X  |
| Rotary Service Options   |                                       |                  |                                      | X  |
| Risk Management for Youth Programs   |                                       |                  |                                      | X  |