

**District 5020
District Trainer
Job Description**

Overview and Objectives: The District Trainer works closely with the DGE to coordinate a comprehensive training program for Rotarians throughout the district. The District Trainer is responsible for the program content, delivery and materials that support Assistant Governors, District Committee Chairs, Youth Protection and other leadership roles deemed important to the success of Rotary Clubs. The District Trainer assists the DGE with training at PETS and DTA. This position reports to the District Governor and DGE.

Term of Appointment: The appointment is a 3-year term, renewable annually, subject to approval of the DG, DGE and DGN.

Responsibilities:

- Chairs the District Training Committee
- Organizes District Training Committee meetings throughout the year
- Provides training opportunities for Assistant Governors, District Committee Chairs and other key club leadership roles
- Carries out other training tasks as required
- Recommends PETS Facilitators to DGE
- Assists DGE in developing and conducting training, at PETS
- Attends PETS
- Ensures people are trained and available to provide Youth Protection Awareness presentations at the club level
- Works with the Public Image and Membership Committees to promote in district training opportunities
- Serves as a member of the DTA/Conference committee
- Under the direction of DGE, plans program content and coordinates logistics for the educational sessions at the DTA
- Develops training materials for session leaders
- Attends DTA/Conference and may be asked to present at this event
- Assists District Youth Services Chair to develop training for Rotaract/Interact Club Leaders
- Prepares report and attends District Council Meetings
- Recommends new individuals to District Governor for the District Trainer Committee
- Recommends to DG team potential replacements for the District Trainer Chair position prior to his/her term ending.

- **Qualifications:**
 - Competent computer skills
 - Demonstrated organizational, leadership and facilitation skills
 - Ability to manage, lead, and guide volunteers
 - Effective verbal and written communication skills
 - Ability to travel to/from Canada/USA
 - Must be Youth Protection compliant and have taken District Youth Protection training
 - Be a Rotarian in good standing

26-Sep-19