

**District 5020
District Awards Chair
Job Description**

Overview and Objectives: The District Awards Chair Committee is responsible to coordinate district awards. This committee shall work with the District Conference Committee and the awarding group to ensure that annual awards are properly prepared and presented. The committee will establish the rules and judging for any special awards established by the District Governor on an annual basis.

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

Responsibilities:

- This is not a District Council position
- Chairs the District Awards Committee
- Organizes District Awards Committee meetings throughout the year
- Compiles list of clubs eligible for receive Presidential Citation
- Liaises with District Membership Chair, Literacy Chair, Foundation Chair, PI and Communication Chair, Vocational Chair and Youth Services Chair to get a list of awards to be presented at the District Conference
- Informs District Committee Chairs that their committee is responsible for setting award criteria, advertising for award submissions and deciding on successful applicants
- Ensures all awards are ready for presentation at the District Conference
- Works with District Conference Chair and DG to schedule award presentations during the District Conference
- Attends DTA/Conference and may be asked to present at this event
- Recommends to DG team potential replacements for the Awards Chair position at term conclusion.

Qualifications:

- Competent technology skills
- Effective verbal and written communication skills
- Ability to travel to/from Canada/USA
- Be a Rotarian in good standing

26-Feb-20