



Arizona Rotary Tri-District Leadership Academy

For Rotary Year 2011-2012

LETTER OF UNDERSTANDING

(To be read and signed by all Academy candidates and returned with the NOMINATION FORM and \$100.00 tuition)

To: Dr. Gerrit and Carolee Terpstra, Co-Deans of the Academy:

I understand that the Arizona Rotary Tri-District Leadership Academy requirements include the following in order to fulfill the requirements considered for graduation:

- Successful completion of six (6) Internet-based courses:
 - The first semester, three courses are scheduled for **September, October and November**

SEPTEMBER: **Collaboration and Funding to Meet Needs** — helping leaders to think outside the box regarding tackling and funding larger needs that are beyond the abilities and resources of a single club, and often require extending beyond a single Rotary year.

OCTOBER : **Club and Membership Growth and Retention.** Examining what attracts members to Rotary.

NOVEMBER: **Understanding and Utilizing the Rotary Foundation** — an orientation to the programs of TRF, how they relate to Rotary International, and how they can be accessed and utilized by Rotary clubs to accomplish their goals.

Course work completion is due by December 15 2011!!!

- The second semester, three courses are scheduled for **January, February and March**

JANUARY: **Rotary's fiduciary responsibilities.** What are Rotary club's responsibilities to its members, to its contributors, its community, the government and to Rotary International.

FEBRUARY: **Leadership beyond the Club.** A basic overview of District, Tri-District, Zone and International structures of Rotary.

MARCH **Building on a Heritage of Leadership & Accomplishments** — a review of whom your district leaders have been and what your district has accomplished thus far as a pace-setter district for the Rotary

Course work completion is due by April 15 2012!!!

- **There is a \$100.00 tuition fee, covering the program costs, that is required to be sent with this Letter of Understanding and the Nomination Form. The \$100 will be refunded should you drop out of the Academy prior to August 15, but is non-refundable after that date. Make checks payable to: AZ Rotary Tri-District PETS Leadership Academy**
 - You must have access to a personal computer, the internet and have an email address
 - There will be a **compulsory attendance** Academy Kick-Off and Orientation to be held on **Saturday, August 20 2011, from 1:00 – 4:00 PM** at Grace Inn (I-10 and Elliot Road, Phoenix), and a **compulsory attendance** Final Workshop to be held on May 19 2012, followed by a Graduation Dinner that evening, also at Grace Inn in Phoenix.
 - Complete these courses at home via your computer and internet on your own schedule, within the program deadlines. It will require the equivalent of approximately one full day per month of dedicated time per course. Course materials will be downloaded from the web site as Adobe PDF and Microsoft Word files. Your computer can be either a PC or a Mac. Some courses will also involve participation in on-line bulletin boards, web conferences and/or chat rooms.
 - Required participation in certain District meetings and some additional assignments such as the following or other assigned participation that may be provided in place of or as determined by the Academy Dean.

Other assigned participation that may be provided in place of or as determined by the Academy:

1. **An International Home Hosting Experience** — involving one (1) of the following:
 - Hosting a Group Study Exchange team member or leader
 - Hosting a Rotary Youth Exchange student
 - Hosting a Rotary Friendship Exchange participant
 - Hosting a Rotary Ambassadorial Scholar
 - Hosting some other visiting International Rotarian or Rotary leader

2. **Tri-District Arizona Rotary Participation** — involving two (2) of the following:
 - Participation in Arizona Tri-District PETS, SETS & More
 - Participation in the Arizona Rotary Vocational Board Seminar or help Initiate a Vocational Fund Scholarship Application
 - Attending an Arizona Rotary Gift of Life-Arizona Board Meeting
 - Hosting an Arizona Rotary Gift of Life-Arizona recipient child and parent (s)

3. **Rotary District Participation** — involving three (3) of the following:
 - Attend a District Rotary Foundation Seminar and/or Dinner
 - Attend a District Finance Committee Meeting
 - Attend a District Membership Seminar
 - Attend a District Club Assembly
 - Attend a District Conference
 - Serve as an Assistant Governor
 - Write an article on an assigned Rotary subject that will or could be used in your District Newsletter.

The participants in the 2011-2012 Academy will be chosen by **August 1st** and each person nominated will be notified by **August 15th** of their selection. Those selected will develop an invaluable relationship and connection with their Academy classmates and the PDG's who will serve as course instructors and mentors. It should be recognized that future district leadership will most likely be chosen from the Academy graduates.

If chosen to be a member of the 2011-2012 Leadership Academy class, I hereby agree to the compulsory Academy requirements and further agree to commit the necessary time to complete the course requirements in a timely manner along with the multiple-choice additional program requirements listed above. Should I fail to complete the requirements within the dates specified as listed above it will result in my being dropped from the Leadership Academy and I will not be recognized as an Academy Graduate nor will the \$100.00 be refunded.

Understanding these requirements, I hereby request that my name be placed in nomination for the Arizona Rotary Tri-District Leadership Academy for Rotary Year 2011-2012.

Signed: _____ Date: _____

Print Name: _____

Rotary Club of _____ District # _____

Instructions to the Nominee: Please mail this, the **NOMINATION FORM** and check to:

Dr. Gerrit and Carolee Terpstra, Co-Deans of the Leadership Academy
6730 W. Columbine
Peoria, AZ 85381

If you have questions, call the Terpstras at (623) 486-5335, or email gerritterpstra123@gmail.com