

**ROTARY INTERNATIONAL DISTRICT 5150
JOB DESCRIPTION**

DISTRICT SOCIAL CHAIR

ROLE:

The Social Chair coordinates, creates, plans and executes social events as deemed favorable for D5150 by the incoming District Governor

RESPONSIBILITIES:

The Social Chair has the responsibility of acquiring a team of Rotarians to create social events for the District. To include, but not limited to:

- Appropriate venues
- Food and Beverage
- Themed events if appropriate
- Dates/Times of events
- Advertising/Marketing of events
- Fiduciary responsibility of all events. Some events are break even, some are cost incurring and some are fundraising at the discretion of the District Governor.
- Contract signator for events
- Other District activities as requested by the District Governor.

All Events shall be planned and calendared by September of the preceding Rotary year in conjunction with the District Governor Elect.

QUALIFICATIONS:

Must be a Rotarian in good standing with your club for at least two
Must have knowledge and experience in event planning
Must be organized, timely in all tasks and excellent follow through
Requires patience and a good sense of humor

TERM OF OFFICE:

One year - serve during the District Governor year, but is identified in the previous (District Governor Elect's) year.