

**Overview:**

The Interact Club, similar to Rotary, is a service club for school age youth between and including grades 7 to 12. The Interactors will, with the guidance of the advisors, select their own fund raising activities and service projects to support local community needs. Generally, each year one international project is also selected by the club members although it is not necessary that this is done each year.

The Phoenix Interact Club is a school based club which meets on a regular basis at Peninsula Shores District School (PSDS). The school staff encourages and supports the club with enthusiasm.

This role of the Interact chair is unique as in **you are not chairing** a committee but rather **guiding** a committee of youth and allowing them to run their club. The chair is the prime contact person and liaison between the Interact Club and Rotary and well as the school administration, teachers and principle.

**Roles and Responsibilities:**

Register and maintain the Interact Clubs data on the Rotary International (RI) WEB site (provide link).

Police Check; the Chair and all Interact Advisors must have a current police check.

Attend regular and executive Interact Meetings in an advisory capacity.

Provide guidance to the Interact Executive:

- Preparation of meeting agendas

- Fun raising projects

- Community support projects

- Interaction between other Interact Clubs both in our district as well as international

- Use of social media for communication with club members and other Interact Clubs

- Maintenance of the Clubs Facebook postings

**Budget**

Develop and present the annual support budget to the Rotary Club of Wiaraton. Budget items to consider are;

- Cost of Phoenix Interact Club's Workshops

- Participant's cost to attend annual District Interact Conferences

- Yearend fun activity (optional)

- Small funding for any potential awards or thankyou's to club members

## **Workshops**

Workshops are not a requirement of the Interact program, however they are very beneficial to the Interactors. A fall workshop is a good way of getting the Interactors involved with the planning of the clubs activities and creates a sense of ownership and fellowship.

Action items for Workshops (shared with other advisors and Interact executive):

- Secure venue (usually Regal Point Elk Farm)

- Agenda planning (involving club executive)

- Food

- Special guest or activity

- Games

## **Financial oversight of clubs funds.**

The Interact Chair with the assistance of the Club's treasurer will keep track of the funds and sign all deposits and cheque requests.

The Interact Club maintains a bank account through the school. All monies raised are deposited into the schools account specifically designated for the Phoenix Interact Club. All cheques to be deposited in the clubs account must be made payable to Peninsula Shores District School (PSDS). Upon request the school administrator will provide account statements. All deposits and cheque requests are given to the school administrator.

## Time line of key activities

### **September**

Confirm with the PSDS teacher liaison that he/she is willing to participate in the Interact program.

The teacher liaison will arrange for the regular club meeting rooms

Request a financial report from the school office administrator

Book a meeting room (the conference room is booked in the main office)

Hold an Interact Executive meeting to ensure all executive are aware of their positions and responsibilities. Set a date for the 1<sup>st</sup> Interact Club meeting and the frequency of meetings for the balance of the year.

Register the Interact Club on line with Rotary International.

<https://my.rotary.org/en/interact-club-contact-information>

### **October or November**

Interact workshop (if club members agree)

### **February-April**

Maple Syrup fund raiser

**April**

Nominate and vote on executive for the next school year.

**May/June**

Yearend fun activity

Confirm PSDS teacher liaison will return next year

Develop and submit budget to the Rotary Club of Wiaraton for next year