

Rotary Club of Madison  
Mentor Program

Thank you for taking on the challenge and joy of mentoring our new Madison Rotarians. A brief summary of the action steps of the Mentor Program--or as one of the coordinators in the past has described as the Cliff Notes for Mentors --include the following:

**Meet the new member** – The Mentor Chair will have contacted you and arranged with you the assignment of the new member. Hopefully, you will be at the installation when a personal contact is made and arrangements made to spend some time familiarizing them with the Madison Rotary. See the Mentor Checklist for a listing of items to cover in this initial meeting.

**Follow up with a letter or email**—the followup with a confirming email or letter confirms your interest in the new member. Confirm your contact information. If you were not at the installation, it will be your opportunity to introduce yourself and arrange for a meeting.

**Introduction (aka “Classification”) Talk**—Arrange with the AM and Lunch Meeting Chairs for the new member to give their talk introducing themselves to the Club at an early date after their installation. It would be great for you to introduce them.

**Red Badge Challenge**—the center piece of becoming involved with Madison Rotary is the Red Badge challenge. Included are 20 activities which are almost self-explanatory and will help you get the new member involved. The goal is to get them to a blue badge before the one year anniversary. Check with the new member on their progress.

**Monitor**—periodic contact and followup to show interest in the new member. This can include meeting at the weekly breakfast or lunch meetings, or other Madison Rotary events etc. Use of the Mentor Checklist might be helpful for you to review your activities but it is not required. You might also consider giving the new member the Three Month Quiz as a good checklist for them to see what they know about Rotary.

**Mentor Program Evaluation**—periodically the Mentor Chair will reach out to you for your input on the Mentor Program based on your assignments. Your feedback is needed to keep the program effective.

**Recognition**—at our year end new officer installation dinner, we will recognize your participation and hopefully your continued participation.

**Questions or Concerns**--If you have questions or concerns, please contact the Mentor Chair, Jeffrey Kraft or Membership Committee Chair, Joe Smith