

HOW TO SELECT A TOP SCHOLAR

Tips from the pros on interviewing candidates

With the new district grants, your Rotary club can create its own scholarship program. You can decide what kind of students to support, for secondary to graduate school study, for any length of time, and in any country. Your club and district also can apply for the new global grants, which provide upwards of US\$30,000 for overseas, graduate-level scholarships in the six areas of focus.

So how do you go about selecting a scholar? We sought guidance from Rotarians with years of experience interviewing candidates. Their advice:

Appoint an interview committee with the right expertise.

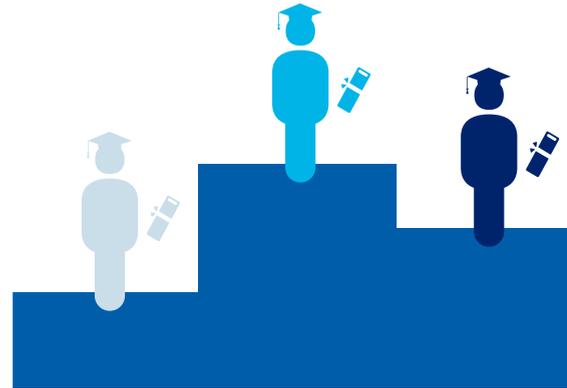
Be sure to include your district's Foundation and scholarship chairs, district governor, and two to four additional members, such as a former scholar. Pamela Russell, a regional Rotary Foundation coordinator and a Rotary Foundation committee chair for District 5340 (California, USA), suggests enlisting interviewers who have traveled to the country where the candidate wants to study and who understand the field of study. Russell recalls interviewing candidates for a vocational training team: "Before too long, I had no clue what they were talking about," she confesses.

→ [Learn more](#) about types of scholarships.

Create a standard plan for selecting scholars.

Julia Phelps, RI director-elect and past governor of District 7930 (parts of Massachusetts and New Hampshire, USA), says her district slots an hour for interviews, while Russell's sets aside about half an hour. What matters most is that all candidates get equal time. The California district combines interview scores into a matrix, ranking candidates in case the first choice declines. The New England district aims for a consensus; if that fails, the Rotarians schedule a second interview, adding other club members.

→ [Download](#) a comparison chart of scholarship types.



Make the most of the interview.

Along with basic questions about travel and academic experiences, ask candidates to describe Rotary. "A good candidate will have done their research," Russell says. "If they say, 'Well, I don't really know that much about Rotary,' then forget it." Russell also encourages interviewers to ask, "When you complete your scholarship, how do you see yourself giving back to the community? To Rotary?" Phelps adds that her district asks candidates to identify a service project they could complete while pursuing their studies.

→ [Learn about](#) best practices for district grants scholarships.

ATTEND

3 November

Submit **group housing requests** for the 2014 RI Convention in Sydney for best availability. Groups of 15 or more can request hotels online through **Experient**.

15 December

Register for the 2014 convention in Sydney, Australia, at the early rate of US\$310.

SUBMIT

30 September

For Rotaract club presidents to **submit semiannual club information and member data updates**.

15 November

For U.S. clubs to submit **Form 990** or **Form 990-N** and **Form 990-T**, as needed, to the Internal Revenue Service.

REPORT

30 September

For club secretaries to **confirm club membership**.

1 October

For 2012-13 governors to distribute district financial statements to clubs for 2012-13.

NOMINATE

1 September

For district governors, immediate past district governors, and current and past RI directors to nominate Rotarians for the RI **Service Above Self Award**.

1 October

For regional Rotary Foundation coordinators to nominate alumni for the 2013-14 **Global Alumni Service to Humanity Award** and **Alumni Association of the Year Award**.

1 November

For all members to nominate Rotarians for the **Service Award for a Polio-Free World**... For district governors to nominate Rotarians for the RI **Vocational Service Leadership Award**.

15 November

For all members to nominate Rotarians for **The Rotary Foundation Distinguished Service Award**.