

# Rotary

District 9800



# 2023

## Vocational Services “Project Ideas Bank”



A “Project Ideas Bank” of Vocational Service (VS) Projects to assist Clubs to identify and implement new VS projects

# Rotary District 9800 VS “Project Ideas Bank”

## Overview

---

### Foreword

- This prototype “VS Project Ideas Bank” aims to showcase summaries of VS projects in D9800 and elsewhere that have been successfully implemented or are at an advanced stage of development.
- This initiative is intended to assist Clubs to identify and develop their own VS projects by building on the experiences of others and collaborating where appropriate.
- Clubs are encouraged to provide feedback to the District Vocational Chair about the usefulness of this prototype, together with materials for improvements or scope modifications.
- Rotary’s Vocational Services can assist Australia’s post-pandemic recovery in many different ways, and it is hoped that some of the projects showcased in this “Ideas Bank” may stimulate Clubs to revitalize their own VS programs, which are the essence of Rotary...

D9800 VS Chair: Mary Barry

Vocational Champions Group 2020/21:

- Sylvie Berchick
  - Peter Boudville
  - Warwick Cavell
  - Bryan Goodwin
  - Ignacio Inchausti
  - Casey Tan
  - Neville Taylor
  - Rosemary Waghorne
  - John Wall
- 

### Contents

Topic	See Page
Vocational Service (VS) in D9800	2
Key D9800 Areas of Focus	3
• Mentoring	4
• Schools	8
• Job Ready	18
• Business	25
• Other VS Projects (incl. Projects in Development)	32
Appendix	35

---

## Vocational Service (VS) in D9800

---

**VS Definition (Elevator Pitch)** Through Vocational Service we:

- **Serve** others by using our unique skills to address community needs.
- **Empower** others through training and skill development.
- **Inspire** others to act with integrity by following Rotary's guiding principles.

---

**Current Situation**

- VS does not have a high profile across Rotary and seems to have lost its place as the "essence of Rotary."
- Key challenges include:
  1. Gaining engagement and commitment to VS across D9800.
  2. Understanding and mapping what clubs are already doing in VS.
  3. Developing VS projects during COVID lockdown and thereafter.

---

**Revitalising VS** Guiding principles for revitalizing VS in D9800 include:

- A "bottoms up" approach.
- To understand and support what clubs are currently doing.
- To develop and share templates for VS programs that are likely to have broader district appeal.
- To prepare a "VS Project Ideas Bank" based on examples reported by Zone 8 Districts and Clubs.

---

**VS Project Ideas Bank**

- The objective of developing a "VS Project Ideas Bank" is to assist clubs to identify, assess, and develop potential new VS projects by showcasing examples of VS projects and summarising key project information with contacts or references that Clubs can use to source further details.
- The concept is analogous to the D9800 Speakers Bank.
- New material and suggestions for the VS Project Ideas Bank- contact:
  1. D9800 Vocational Chair, or.
  2. [bgoodwin@bigpond.com](mailto:bgoodwin@bigpond.com)
- Proposed criteria for including VS Projects in the "Project Ideas Bank:"
  - Status: Blue-sky idea? In development? Successfully implemented?
  - Novelty and scalability to other Clubs?
  - Availability of documentation or website? Club contacts?

---

**RDU**

- RDU provides a national platform for exchanging ideas and showcasing best practice, including VS projects.
- The Appendix outlines how to access and search the on-line RDU Archives Library.

---

## Key D9800 Areas of Focus

---

**Introduction** This map summarises four key areas of focus, based on what D9800 clubs are currently doing.

---

**Mentoring** This area of focus aims to develop a continuum of best practice mentoring opportunities with appropriate support mechanisms that enable Rotarians to participate in mentoring programs designed to meet a variety of needs and situations.

---

**Schools** This area of focus aims to support schools in the development and recognition of teachers and students.

---

**Job Ready** This area of focus aims to assist younger people to develop the attributes necessary to successfully secure employment and make their contribution to the Community.

---

**Business** This area of focus aims to build mutually beneficial partnerships with business (for profit, NFP and Services) that help further the objects of Rotary.

# Mentoring

## Overview

---

**Introduction** This area of focus aims to develop a continuum of best practice mentoring opportunities with appropriate training and support mechanisms that enable Rotarians to participate in mentoring programs designed to meet a variety of needs and situations.

---

### Contents

Topic	See Page
Mentoring in D9800 & Victorian Rotary Districts	5
Mentoring in other Zone 8 Rotary Districts	6

# Mentoring in D9800 & Victorian Rotary Districts

---

**Introduction**

- Rotary has been partnering with Victoria Police and Ambulance Victoria since 2007, to provide mentoring programs for high performing leaders. As a result, the mentees build sustainable partnerships with community groups and lead with integrity.
- Mentoring programs have also been extended to other emerging leaders to help build confidence, self-awareness, professional skills, network and develop a greater understanding of their potential as a leader to influence and motivate others.

---

**Victoria Police** Victoria Police, in association with Victorian Rotary Districts and the business community have established a successful partnership to deliver the Victoria Police Leaders Mentoring Program. It is a structured 12-month development program that partners a Police mentee with a business or Rotary mentor in order to further develop the Police members’ leadership skills relevant to their role in the Force.

---

**Ambulance Victoria** Building on the success of the Victoria Police Leaders Mentoring Program, Ambulance Victoria are partnering with Rotary in Victoria to establish a similar structured 12-month development program to develop the AV members’ leadership skills relevant to their role in the Service.

---

**International Students** Partnering with Outcome.life, a best practice mentoring program is being developed for International Students.

---

**Other Mentoring Programs**

- Besides the formalised mentoring programs for senior leaders described above, there are numerous examples of other successful mentoring programs for high school students, university undergraduates and postgraduates, and early career-stage professionals and tradespeople.
- Refer to the “Job Ready” Area of Focus for examples of other mentoring programs.

---

**References** Website: [www.rotarymentors.org.au](http://www.rotarymentors.org.au)

---

**D9800 Contacts** D9800 Vocational Chair.

---

## Mentoring in other Rotary Zone 8 Districts

---

**Introduction** This section summarises several Mentoring Programs published in past editions of RDU, to illustrate the diversity of opportunities available.

---

**Environmental Mentoring**

- The **"Health of the River- Rotary Youth Forum"** provides a hands-on learning and mentoring experience for up to 28 students each year.
- A joint project between the Rotary Clubs of Districts 9500 and 9520, this annual four-day youth camp is designed to stimulate careers in science and the environment for Year 9 and 10 students.
- The forum is part of a suite of Science, Technology, Engineering and Mathematics (STEM) based training programs run each year by the two Districts, and is hosted at Calperum Station, a 240,000 ha destocked sheep station of the Murray River floodplain.
- Reference: RDU, April 2019, pp 34 & 35.
- Website: [www.rotary9520.org/page/health-of-the-river-forum](http://www.rotary9520.org/page/health-of-the-river-forum)

---

**Breakfast Book Club**

- Central Launceston Rotary formed a partnership with Ravenswood Heights Primary School in 2014 in an effort to improve educational outcomes.
- Rotarians, partners and friends of Rotary volunteer to sit with primary school students and read. They also help prepare toast and fruit for students in the mornings.
- Rosters are completed each term, with one or two volunteers participating in reading daily. Teachers select those who will benefit- often those who do not have reading opportunities at home.
- NAPLAN results show an improvement in students' reading abilities.
- Reference: RDU, September 2019, p. 35.

---

**Rotary-Rotaract Mentoring Program**

- In District 9810 this program involves Mentors hosting a series of free professional development webinars for Rotaractors, Rotarians and program alumni across Australia.
- Past and scheduled webinars include:
  - "Interview skills and finding the right job for you."
  - "The impact of social media for good."
  - "Managing a team in uncertain times."
- The second part of the program aims to connect vocational mentors with young professionals to offer personalized long-term mentoring.
- Reference: RDU, September 2020, p. 47.
- Contact committee via: [mentor.9810@gmail.com](mailto:mentor.9810@gmail.com).

---

*Continued on next page*

## Mentoring in other Rotary Zone 8 Districts, Continued

---

### **Social Inclusion Programs**

- Since 2016, Belmont Rotary Club (Vic.) has donated over A\$160,000 to Headspace Geelong to support Headspace Geelong's Social Inclusion Program.
  - This program is aimed at teenagers experiencing a range of mental health issues, who have become disengaged from education, training and social settings. It uses a social outreach model to deliver support and interventions to help these young people gain confidence and assimilate back into the community.
  - Reference: RDU December/January 2019/2020, pp 34-35.
- 

### **Indigenous Assistance**

- In 2019-20 Australian District Governors agreed to combine their efforts to introduce a medical and skills assistance program for Indigenous people.
  - The proposal was to offer training and mentoring in areas such as nursing, hygiene awareness to eliminate trachoma, carpentry, plumbing and general building maintenance in a hands-on way through Purple House.
  - Purple House is an entirely Indigenous-owned and run health service based in Alice Springs, NT, providing dialysis in the most remote parts of Australia.
  - Reference: RDU, September 2020, p. 35.
  - Contacts: PDG Michael Cooke (E: [Michael.cooke8@gmail.com](mailto:Michael.cooke8@gmail.com)).
  - Purple House: [www.purplehouse.org.au](http://www.purplehouse.org.au)
-



# Schools

## Overview

---

**Introduction** This area of focus aims to support schools in the development and recognition of teachers and students.

---

## Contents

Topic	See Page
Early Years Literacy Development	9
Rotary Teacher Awards	10
Youth Public Speaking Competitions	11
Books for Kids	12
Careers Expos	13
Mock Interviews	14
Primary School Reading Coaches	15
Teacher in a Box	16
Year 6 Writing Competition	17

---

## Early Years Literacy Development

---

### Introduction

- Baden Powell College (BPC) (City of Wyndham) has students from Prep to Year 9 from over 60 different language groups from 40 different countries.
  - Significant levels of poverty prevent many families from providing reading material at home.
  - Many parents have English as their second language and are not confident or literate in the English language.
- 

### Background

- When BPC tried to purchase reading material in dual languages, it found such material difficult to source.
  - It had also been difficult to engage parents, especially women from refugee backgrounds, in activities held at school.
- 

### General Approach

- Wyndham Rotarians worked with BPC teachers, senior students, and parents from refugee backgrounds to purchase, translate and prepare picture storybooks in languages that support Early Years Literacy Development in students.
  - Picture storybooks were translated into Dinka (a Nilotic dialect cluster spoken by the Dinka people, the major ethnic group of South Sudan).
  - Wyndham Rotary also obtained a District Grant to replicate this project and translate picture storybooks into the other five major languages that prevail across the College.
- 

### Outcomes

- The project has seen parents engage positively with a school activity, building trust with teachers.
  - A bond has also been formed across the various cultures, and now a Library of Languages is available for parents to borrow books so that they can read short stories to pre-school children at home, as well as support their children already attending school.
  - Parents have connected to Rotary and are able to see how best Rotary can support marginalised families in our community.
  - Supporting early literacy development in young children in local communities could be a wonderful opportunity for Rotary and beneficial for other schools.
- 

### Contacts

- PDG Julie Mason: [Julie.Mason@education.vic.gov.au](mailto:Julie.Mason@education.vic.gov.au)
  - Wyndham Rotary Club: [www.wyndhamrotary.org](http://www.wyndhamrotary.org)
-

## Rotary Teacher Awards

---

### Introduction



#### ***First Year Teacher Awardees with Hobsons Bay Mayor & Rotarian***

- Rotary Teacher Awards were proposed by PDG Julie Mason, a Victorian Principal, and initiated by Altona City Rotary in 2018.
  - A Rotary Teacher Awards Program meets the 3<sup>rd</sup> aspect of Vocational Service: "Inspire Others to act with integrity by following Rotary's guiding principles."
- 

### Objectives

- Recognise and honour outstanding performance in local schools.
  - Encourage early career stage teachers, experienced teachers, and outstanding teamwork in schools.
  - Open opportunities for increased collaboration between Rotary and Schools, increase Rotary visibility, attract new members.
- 

### Award Categories

- Encouragement Awards: for early career stage teachers.
  - Achievement Awards: for more experienced teachers.
  - Team Awards: where a group of teachers (or support staff) have collaborated effectively to address an important challenge or new development for a school.
- 

### General Approach

- Invite local schools to submit nominations, which include citations and for Team Awards, may include a 1-3 min video showcasing the Team's achievements.
  - Rotary Vocational Service Award Certificates to be presented to successful nominees at an Event organized and hosted by Rotary.
  - Event to be promoted to local Media, Club Newsletters & website.
- 

### Resources

Template: Refer D9800 Website, Vocational Menu.

---

## Youth Public Speaking Competitions

---

### Introduction



***Finalist, WYNSPEAK 2019***

- WYNSPEAK and the AINGER PECK AWARD are both longstanding successful D9800 Rotary Youth Speaking Competitions that involve over 70 secondary schools annually.
  - Meets the second aspect of Vocational Service: "Empowering others through training and skill development."
  - Costs: Free entry- no fees.
- 

### Objectives

- To provide a vehicle for young people to grow their self-confidence, build their creativity, critical thinking, and leadership skills via Public Speaking opportunities, as well as improve poise and professionalism.
  - Assist students to develop and grow both personally and professionally by developing traits which are invaluable in everyday life.
- 

### Competition Options

1. Years 7-12, or;
  2. Junior (years 7-9) & Senior (years 10-12).
- 

### Speeches

- **Main Speech:** 5-min speech on stage in front of an audience on a topic of their choice (excluding controversial topics).
  - **Short Notice Speech:** impromptu 2-min speech. Topic selected from choice of 3 given to students.
  - **Adjudication:** by experienced adjudicators, using defined criteria.
  - **Training:** workshops provided by Rostrum.
- 

### Resources

- Flyer and Template: refer D9800 Website, Vocational menu.
  - WYNSPEAK: Des O'Shanassy, M: 0401 287 050
  - AINGER PECK AWARD: Ben Hosking, M: 0437 232 880
-

# Books for Kids

**Introduction**

- District 9810 raised A\$35,000 with the DG Family project, "Books for Kids" campaign which aimed to identify and fund primary schools in Victoria's SE and Yarra Ranges suburbs that would benefit.
- This investment will support 24 schools and over 1800 students.
- Each child will get to choose 2 new personalized books, and each participating school will receive a pack of 48 books to integrate into the school library for all current and future students to access.

**Books in Homes**

- Books in Homes Australia is a charitable foundation that provides books of choice to children living in remote, disadvantaged and low socio-economic circumstances, ensuring crucial early literacy engagement and development of reading skills needed for lifelong achievement.
- The program aims to overcome the inequality of educational opportunities in communities where access to books for families is limited or nonexistent and resources are often scarce.
- Books in Homes has distributed over 2.7 million new books to children through schools and communities around Australia, and has enjoyed a long and rewarding relationship with Rotary clubs over the past 20 years.

**Impact**

- D9810's Books for Kids project will celebrate the largest single fundraising campaign Rotary has conducted with Books in Homes.

**References**

- RDU, May 2021, p.36.

## Career Expos

---

### Introduction

Examples of Careers Expos organized by Rotary Clubs and their partners include:

- Canberra Careers Xpo;
- Canvas Careers Expo (in Tauranga, NZ);
- Limestone Coast Rotary Careers Expo (South Australia).

These examples illustrate the power of Rotary Clubs partnering with other organisations.

---

### Canberra CareersXpo

- An annual event for nearly 20 years, providing a "one-stop information bank" for students as they face choices to equip them for the prospect of multiple careers in an evolving job market.
  - Organized by a collaboration between Rotary, and the ACT Government's Dept of Education and Training, featuring more than 100 booths from universities, colleges, trade training and career placement organizations. Attendance: ~9,000 students.
  - Website: [canberracareersmarket.com.au](http://canberracareersmarket.com.au)
  - RDU Reference: July 2018, p.30.
- 

### Canvas Careers Expo

- A joint project of Tauranga Rotary (NZ) and Economic Development Priority One, providing the chance to speak one-on-one with representatives from a range of local industry sectors. Tertiary institutions make up a proportion of the exhibitors with some large national employers and local community organisations.
  - The website profiles people covering a wide range of career options.
  - Website: [www.canvascareers.co.nz](http://www.canvascareers.co.nz)
  - RDU Reference: July 2018, p.34.
- 

### Limestone Coast Rotary Careers Expo

- An annual event for over 50 years, organized by the Rotary Clubs of Mount Gambier, together with the Limestone Coast Community.
  - Presenters include several universities and TAFE SA to discuss student pathways, entry requirements, and campus life. Other exhibitors have included the Australian Defence Force.
  - Website: [www.lcrotarycareerexpo.com.au](http://www.lcrotarycareerexpo.com.au)
  - RDU Reference: July 2018, p.31.
-

## Mock Interviews

---

### Introduction

- Mock interviews of high school students are a common VS project in many locations to assist students to prepare for the real thing.
  - Examples below from D9800 Rotary Clubs (Hawthorn, Richmond and Brighton) showcase some of the programs at different schools.
- 

### Hawthorn RC

- The annual mock interview program, conducted with Auburn High School Year 9 and Year 10 students, includes the following steps:
- Culminating studies in the school's "Learning for Life" program, students prepare a written application for a position, together with a resume.
  - These documents are forwarded to the two Rotary interviewers scheduled to interview that applicant.
  - Interviews are conducted for 10 minutes, followed by discussion of feedback on what the student did well, and where they can improve.
  - A scoresheet is also forwarded to the student's teacher.
  - The Rotarians and Partners who participate feel the experience enhances students' confidence, job readiness, and career planning.
- 

### Brighton RC

- At Brighton Secondary College, mock interview volunteers come from Rotary and others like Lions.
  - Students are scheduled for 15 min. mock interviews. The volunteer then has 5 minutes for write up time.
- 

### Richmond RC

- Melbourne Girls College provides a student booklet covering how to prepare Resumes and cover letters for 1 of 15 Mock Job Advertisements, and how to prepare for an interview.
  - Interview packs are sent to the interviewers 1 week before interviews.
  - Paired interviewers interview students in the school library commencing at 30 min. intervals. Where practical, interviewers are paired according to profession. E.g., people in medical area would interview students interested in nursing.
  - An important part of the process is giving students feedback on both their applications and interview.
  - Students also complete a feedback sheet on their interview.
- 

### References

- Refer Template available on District 9800 website:  
<https://rotarydistrict9800.org.au/sitepage/vocational>
  - The template includes information for Rotarians and Students (based on Government information, to supplement school resources, if reqd).
-

# Primary School Reading Coaches

- Introduction**
- Brighton North Rotarians commenced the reading coaches program in 2012 and currently has a team of 12 reading coaches.
  - The program targets students identified by the school literacy coordinator as needing extra help with reading, particularly reading aloud.
  - The program may include students who are dyslexic, suffer from ADHD or those with English as a second language.
  - A recent addition to the program is the sponsorship of a story dog who also listens to the students read. Many students open up to these canine companions and look forward to pats and cuddles as part of their session.
  - It is a simple project, requires no budget, just volunteer time and a willingness to help young people with reading skills.

- Objectives**
- The program assists students to:
- Read aloud.
  - Have conversations about the deeper meaning behind stories.
  - See reading as a lifelong joy.

- General Approach**
- Rotary administers the program, selects & trains coaches.
  - Schools nominate a contact person, select and liaise with students, choose books for coaching sessions.
  - Coaching sessions: generally 1 hour per week/fortnight/Rotarian, held in a public area. Rotarians may share coaching time with the students over alternate weeks- if agreed with the school.
  - Rotary nominated coaches must comply with Rotary Policies for working with children including WWCC and Rotary Youth Volunteer Declaration.

- Key Success Factors**
- Commitment of School Principals and nominated school contacts.
  - Open communication between Rotary and participating school.
  - Respecting confidentiality.
  - Promotion of Reading Coaches program in relevant school media.
  - Observing improved reading level of participating students.
  - Positive feedback from students and parents.

**Reference**

Refer Template available on District 9800 website:  
<https://rotarydistrict9800.org.au/sitepage/vocational>



## Teacher in a Box (TIB)

---

### Introduction

- Teacher in a Box (TIB) is an innovative idea that sees laptop computers loaded with educational programs and donated to remote areas of developing countries.
  - TIB is making a huge and positive impact for rural villages where there are few classroom resources, little or no internet access, and teachers with little training.
- 

### Approach

- TIB uses re-purposed laptops providing offline access to more than 10,000 educational and vocational videos stored in the system.
  - By connecting the TIB laptop with a projector and speakers, a teacher can provide complete lessons to classrooms.
  - A mini router, which comes with the TIB kit, means it can be accessed by any wi-fi enabled device for self-paced learning.
- 

### Countries involved

The TIB project has been invaluable to schools in PNG, Liberia, Tanzania, Kenya, Cambodia, The Phillipines, Zambia and Timor Leste.

---

### RACHEL

- TIB is now using Remote Area Community Hotspot for Education and Learning (RACHEL) as a content provider for the TIB units.
  - A list of RACHEL modules can be found at [www.racheloffline.org](http://www.racheloffline.org).
- 

### Bribie Island RC

- The Bribie Island RC (Queensland) has received district grants to purchase TIB laptops and provide them to clubs in PNG, Nauru and the Solomons.
  - Incoming Presidents from these clubs visit Bridie Island, are given a TIB kit, and receive training for the presidential year.
  - The kits can be charged via solar panel, and solar panels are being placed on roofs of schools.
- 

### Resources

- Website: [www.teacherinabox.org.au](http://www.teacherinabox.org.au)
  - RDU Reference: Feb. 2020, p.12 & 13.
-

## Year 6 Writing Competition

---

### Introduction

- This program was initiated by North Balwyn RC during the 2020 COVID 19 lockdown with 60 students and five schools participating in the 1<sup>st</sup> year. The schools unanimously supported continuing in 2021.
- 

### Objectives

- To encourage imaginative thinking and help to improve writing skills for year 6 students.
- 

### General Approach

#### Rotary:

- Invites schools to participate, runs the competition and essay judging.
- Recommended judging panel is 3 people with appropriate skills.
- May select age-appropriate topics in consultation with School contact.

#### School:

- Nominates a school contact person.
- Contact person advertises the program, liaises with students, provides the essays to Rotary for judging.

#### Prizes:

- Determined by individual Rotary Clubs.
  - North Balwyn RC 2020 prizes were:
    - Eight awards in total (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> plus 5 encouragement awards).
    - Prizes were Officeworks vouchers plus framed certificates.
    - First prize was a \$500 voucher each to winning student and school.
- 

### Key Success Factors

- Commitment of School Principal, Contact person and Year 6 teachers.
  - Relevant prizes to encourage student participation.
  - Open communication between Rotary and Schools at all times.
  - Confidentiality of sensitive information.
  - Appropriately skilled judging panel.
- 

### References

- Refer Template available on District 9800 website:  
<https://rotarydistrict9800.org.au/sitepage/vocational>
- The template includes examples of "Competition Overview, Timing & Judging, Prizes," an Invitation Letter, and an Essay.

# Job Ready

## Overview

---

### Introduction

- This area of focus aims to assist younger people to develop the attributes necessary to successfully secure employment and make their contribution to the Community.
  - Projects in this category meet the second element of Vocational Service: ***"Using our wisdom and life experience to train, mentor and develop others."***
- 

### Contents

Topic	See Page
Be Your Own Boss	19
Mock Interviews	20
WorkLife Coaching Program	21
Career's and Employability Industry Mentoring Program	22
Grants send Trainee Doctors Abroad	23
BikeRescue (A vehicle for Outreach Engagement & Mentoring)	24

---

## Be Your Own Boss

---

### Introduction

- “Be Your Own Boss” is a collaboration between the Rotary Club of Brighton (RCB), Bayside City Council, and Young Change Agents (YCA).
  - The pilot initiative aimed to inspire the next generation of social entrepreneurs and change makers in the local community and received a District 9800 Vocational Service Recognition at D9800 Changeover. It has also inspired a D9820 Club (RC of Rosebud Rye) and YCA to use this model attracting \$135k in Victorian Government grant funding.
- 

### General Approach

- The program launched in July 2021, focusing on young people aged 12-25 with diverse backgrounds, experiences and skill sets.
  - Participants started with a YCA Explorer program, where they developed enterprise skills through identifying a community problem and reframing it as an opportunity in the form of a social enterprise.
  - Programs were run with secondary students through a range of high schools (252 students from 4 high schools), as well as 18 people aged 18-25, who participated in a separate program.
  - The next stage was a “Youth Incubator” where young people worked with mentors to grow, test and build their idea.
  - The workshops culminated in a Community Showcase, where the program participants presented their solutions to a prominent panel of industry and community members for further support.
  - The model used was supported through grant funding (Rotary, Bendigo Bank and Council) and was also attractive to corporate sponsors/State Government, and fostered greater connection with schools, local councils, and the entrepreneurial community.
- 

### YCA Introduction

- YCA empowers young people to identify problems, reframe these as opportunities and develop solutions with an entrepreneurial lens.
  - YCA delivers a range of education programs that develop the entrepreneurial mindset, skillset and tool set of young people aged 10-25 to help prepare for their future.
- 

### Video Link

<https://www.youtube.com/watch?v=P5a-VN0UFBk>

---

### Contacts

- Jo Kwok (RCB Director, Youth & Vocational Services):  
E: [jokwok.rotary@gmail.com](mailto:jokwok.rotary@gmail.com)
  - Rotary Club of Brighton: [www.rotarybrighton.com.au](http://www.rotarybrighton.com.au)
-

# Mock Interviews

---

**Introduction**

- Mock interviews are a common VS project in many locations around the world, to assist students to prepare for the real thing.
- 

**Secondary Students**

- Refer to Schools Section of this Project Ideas Bank.
- 

**Tertiary Level Mock Interviews**

- Examples are being sought of where Rotary Clubs have a Mock Interview program with Tertiary Institutes.
- 

**References**

---

## WorkLife Coaching Program

---

### Introduction

- Alexandra Headland RC (Qld) developed the WorkLife program to help mentor and support people transitioning to work for the first time.
  - The program was developed to address concerns that businesses often felt that kids were not "ready for work," and many businesses were not in a position to offer meaningful mentorship.
  - ***"Many school leavers need advice about what is expected of them in a workplace environment and how to do well in this new stage of their lives beyond the initial job interview," Fiona Simpson, MP, MLA (Qld).***
- 

### WorkLife Program

- Recognizing that collectively its members had many decades of career-knowhow, Alexandra Headland RC developed a 175-page WorkLife book filled with practical examples of real work stories drawn from the club members experience, with positive but realistic messages for the new job starter.
  - The conversational style of the book appeals to teachers, parents and students alike. It is also visually appealing, richly illustrated by a local art teacher and presented by a professional graphic designer.
  - The WorkLife Program is pitched as interactive learning, usually in a conversational way of about 40 mins/module, and tailored to suit each different age group.
- 

### Implementation

- The Sunshine Coast Council provided a grant to support the project.
  - The program has been run with high school students, university graduates, and also with adult "fresh start" workers seeking to reenter the workforce.
  - Feedback surveys found that participants were really interested in the messages and learning from real work stories delivered by Rotarians in a relaxed environment.
  - The club has plans to expand the program throughout the Sunshine Coast, with support from Cluster Clubs. Some overseas clubs in Alaska and UK have also shown interest in the Program.
- 

### References

- The WorkLife book is available for free download from the Alexandra Headland RC website at:  
[www.alexandarotary.com](http://www.alexandarotary.com)
  - RDU Reference: July 2018, p.38.
-

## Careers and Employability Industry Mentoring Program

---

### Introduction

- Brighton RC, together with RMIT University, launched a "Careers and Employability Industry Mentoring Program" in 2018.
  - An ever-growing group of Rotary mentors are using their experience, skills and Rotary principles to foster the next generation of business leaders in shaping our future (and potentially some new Rotarians).
- 

### General approach

- A group of Rotarians and their partners were matched with undergraduates and post graduate students to provide professional guidance and assistance.
  - Mentees received personalized advice on career options, development opportunities and tips and tricks for success who have "been there and done that" in their professional lives.
  - Mentors also gain fresh perspectives from the students and benefit from reflecting on their own practices and approaches. (Some have even spotted potential employees).
  - Potential mentors who think they have something to offer the next generation would need to be able to meet with a student three or four times over a 12-week period.
- 

### Evaluation

- Mentoring is one of those activities that doesn't cost money, doesn't require lots of time, nor large groups of people, but it is good for everybody involved.
- 

### Resources

- RDU Reference: July 2018, p.37.
-

## Grants send Trainee Doctors Abroad

---

### Introduction

- Since its foundation, Rotary has given a high priority to reducing the burden of infection and disease by sponsoring immunization programs, undertaking projects to provide potable water and sanitation, enhancing the outreach and effectiveness of health services and improving the professionalism of health practitioners in developing countries.
- 

### Medical Grants

- Rotary Feros Medical Grants worth \$1500 each, initiated by Dr John and Judy Feros, have been awarded to University of Queensland (UQ) medical students to partially fund airfares and equipment and/or medical consumables for students who spend their time in a remote area of need.
  - The grants are offered to students, who at the end of their first year of the new postgraduate medical course, have to find, negotiate, organize and fund their own four-week observership placement in order to gain exposure to the practice of medicine prior to their clinical placements in years three and four of the course.
  - These elective placements may be spent in rural and remote areas within Australia, or in the South Pacific region.
  - Countries where students have spent their observership include Sri Lanka, Timor Leste, Tanzania, and India.
- 

### Assessment

- Reports from previous grantees indicate that students return with a much more "population health" outlook, with a strong commitment to reducing the burden of infection and disease.
- 

### References

- RDU Reference: Dec 2019/Jan 2020, p.14.
-



## **BikeRescue (A Vehicle for Outreach Engagement and Mentoring)**

---

### **Introduction**

- Glenferrie RC (Vic.) initiated the BikeRescue project, which is an award-winning accredited program that uses bike mechanics as a vehicle for outreach engagement and mentoring.
  - Glenferrie RC donated \$2500 to the project and was successful in gaining a D9800 Rotary Foundation grant for an additional \$2500.
- 

### **Location**

- The Yiyili Aboriginal Community School is a low socio-economic school in the Kimberley Region in the north of Western Australia. The school has 60 students from Kindergarten to Year 10 and six teaching staff.
  - Vocational training is an important part of the education of these students.
- 

### **BikeRescue**

- In this innovative VS program, students are taught to dismantle and reassemble bicycles.
  - The tasks undertaken and the dynamic workshop environment provide unique experiences that assist teachers and students to overcome behavioural and emotional challenges that can be presented by at-risk youth.
  - As with most vocational training programs, the skills acquired and the improved attitude to work will be of great benefit to these students. They will also use the skills gained to start a small business enterprise in the repair of broken bicycles in their community.
  - Two BikeRescue instructors from Perth flew to Broome and then drove 565 km to Yiyili, where they conducted the four-day program for nine students and one teacher. The teacher was included in the training to ensure the project will be sustainable in the future.
- 

### **References**

- RDU Reference: August 2020, p.31.

# Business

## Overview

---

**Introduction** This area of focus aims to build mutually beneficial partnerships with business (for profit, NFP and Services) that help further the objects of Rotary.

---

### Contents

Topic	See Page
Vocational Visits	26
Business Excellence Awards	27
Pride of Workmanship Awards Program	27
Rotary Emergency Services Community Awards (RESCA)	29
Rotary NSW Inspirational Women’s Awards	30
State-wide Police Officer of the Year Awards	31

---

# Vocational Visits

---

**Introduction**      Establishing and/or participating in Vocational Visits enables Clubs to meet the first and second aspects of Vocational Service:

1. ***Serve Others by using our unique skills to address community needs.***
2. ***Empowering others through training and skill development.***

---

**Background**

- Vocational Visits are a long-standing Vocational activity across many Clubs around the world.
- They are an excellent opportunity to further members vocational development & knowledge, find out more about the operation and contribution of local businesses to the community, explore new opportunities for services, enhance the Rotary experience and engage in Fellowship.
- Vocational visits are a low-cost activity for Members. Often the only out of pocket expense is for a meal following a visit to a local business.

---

**Objectives**

- To expand members’ knowledge about local business and community activities.
- To stimulate discussion and ideas about new opportunities for community service and possible partnerships with local business.
- Create awareness about businesses and organisations that are making a valuable contribution to the local community.

---

**General Approach**

- Clubs approach local businesses, organisations or community groups to arrange a visit for members to their premises to learn more about their role and operations in the community.
- Personal contacts between Rotarians or friends of Rotarians and the owner or an employee of the business can be beneficial when organizing a visit.

---

**Resources**

- Refer D9800 Website, Vocational Services menu, for a Guideline for Clubs on establishing a Vocational Visits program.

---

## Example of Business Excellence Awards

---

**Introduction** The Bayside Business Excellence Awards (initiated in 2019) have been summarized as an example of "City-based" Business Excellence Awards.

---

**Objective** To celebrate the achievements of the Bayside Business Community. The awards recognise outstanding performance and the commitment, drive, and determination it takes to run a successful business.

---

**Participants** The Bayside Business Excellence Awards are organized by the Rotary Clubs of Beaumaris, Brighton, Brighton North, Hampton, Sandringham, in conjunction with the Bayside Business Network & the Bayside City Council.

---

**Nominations**

- Like the Oscars, businesses nominate themselves.
- On-line applications are made for nomination forms.
- Eligibility criteria are defined including criteria for ineligibility.

---

**Categories** Nominators select the category that best describes the business from:

- Professional Services
- Food & Beverage
- Health & Fitness
- Construction & Trades
- Medical, Dental and Allied Health
- Local Retailer
- Digital & Technology.

---

**Judging**

- By an independent Panel of professionals selected for their business experience in a range of roles.
- Nominations are scored against selection criteria included in the Nomination Application form.
- Short-listed businesses are visited by Judges to validate information on the Nomination Application form.

---

**Reference** <https://baysidebusinessawards.com.au>

---

## Pride of Workmanship Awards Program

---

**Introduction** "Pride of Workmanship" was initiated in D9680 in 1975, developed by Pennant Hills Rotary, and has been adopted by over 600 Rotary Clubs. Scale: Local by an individual Rotary Club.

---

**Objectives**

- To promote Vocational Service.
- To encourage Pride of Workmanship in all vocations.
- To provide employers with an opportunity to recognise employees who display qualities worthy of an Award.
- To encourage favourable employer/employee relationships and a sense of community pride in individual achievement.
- To provide an opportunity for Rotary involvement in the Community.

---

**Scope** Since the early days of Pride of Workmanship, the scope and variety of awards has expanded to include:

- Community Service awards
- Small Business awards
- Vocational Excellence awards
- Australia Day awards
- Environmental Excellence awards
- Apprentice of the Year award (both Club level and District level)
- Customer Service award
- Youth Encouragement award

---

**Nominations**

- Local employers are sent an introductory letter and invited to nominate an employee for recognition by a Pride of Workmanship Award.
- Employers who nominate may be interviewed before acceptance.
- The Awards Program is not a competition.

---

**Program Guide** A free Pride of Workmanship Program Guide may be obtained from Pennant Hills Rotary Club: E: [orders@pride-of-workmanship.com](mailto:orders@pride-of-workmanship.com)  
The guide contains information about:

- Approaching businesses.
- Nomination forms.
- Selecting Awardees.
- Conducting a presentation dinner.
- The range of official trophies available.

---

## Rotary Emergency Services Community Awards (RESCA)

---

### Introduction

- The Rotary Districts of NSW Emergency Services Community Awards are an initiative of the Rotary Districts of NSW, initiated in 2015.
  - In keeping with Rotary's motto of "Service Above Self" the Awards acknowledge and celebrate the selfless Community Service of NSW Emergency Services Personnel while supporting two important Rotary initiatives.
  - Rotary Clubs are encouraged to organize their own local awards, as a Vocational Service Project and membership initiative. Those recognized at this level can be moved forward to nominate for the State Event.
  - Scale: can be both a local Club and State-wide VS project.
- 

### Eligible Services

Nominees must be appointed as paid or unpaid (volunteer) members of one of NSW Emergency Service Agencies (ESA) who perform Community Service above and beyond the call of their normal duties:

- Fire & Rescue NSW
  - Marine Rescue NSW
  - Surf Life Saving NSW
  - NSW Ambulance
  - NSW Rural Fire Service
  - NSW State Emergency Service
  - Volunteer Rescue Association.
- 

### Nominations:

Fellow ESA members, Rotarians and the general public are encouraged to submit nominations via the Awards website:

[www.RotaryESCawards.org.au](http://www.RotaryESCawards.org.au)

---

### References

- RDU: October 2016, p.25: "Emergency Services heroes recognized."
  - RDU: December/January 2020, p.9: "NSW sweeps Emergency Services Community Awards."
  - RESCA website: [www.RotaryESCawards.org.au](http://www.RotaryESCawards.org.au)
-

## Rotary NSW Inspirational Women's Awards

---

**Introduction** The Rotary Inspirational Womens' Awards (RIWA) were established in NSW in 2017 to recognise women and young women who best exemplify Rotary's motto of *Service Above Self* (i.e. the community service an individual performs above and beyond their normal role. These awards are an initiative of the Rotary Districts and Clubs of NSW, and are directed at the non-Rotary community.

---

**Categories** In 2020 there are 6 award categories:

- Inspirational Woman of the Year (30+)- Rural and Urban;
- Young Inspirational Woman of the Year (18-30)- Rural and Urban.
- Health (young: 18-30) and 30+.

---

**Nominations** Rotary clubs, districts, individual Rotarians and members of the general public are all eligible to submit nominations for the awards.

---

**Judging**

- By Panels of Rotarians.

---

**References**

- RDU December 2019/January 2020, p. 8: "Rotary Inspirational Women's Awards 2019."
- Website: <http://www.rotarydistricts9675.org>

---

## State-wide Police Officer of the Year Awards

---

### Introduction

- NSW, SA and NT. hold annual Rotary Police of the year awards.
- 

### South Australia

- The Rotary Club of Unley initiated the annual South Australia Police Officer of the Year Award in 1978.
  - The award seeks to highlight the service provided to the Community by the SA Police and recognizes outstanding acts of courtesy, courage, kindness, understanding, compassion and devotion to duty by any member of the SA Police Department.
  - The Rotary Club of Unley selects each year's winner from nominations received from individuals and groups in the community.
  - RC Unley seeks those officers who perform above and beyond the call of duty. That may be performance on the job, for example courage, handling complex situations in an outstanding fashion, or providing significant off-duty community volunteering.
  - The high quality and number of nominations received by RC of Unley each year demonstrates the high regard the community holds for the members of the SA Police and the importance that South Australians place on the Award.
- 

### NSW

- Sydney Rotary Club hosted the 10<sup>th</sup> annual Rotary NSW Police Awards in 2019, in partnership with local Police Command in NSW, to give state-wide recognition for excellence in Police Service to officers and unsworn employees in NSW.
  - The Rotary Clubs of NSW Police Officer of the Year Awards proudly support Police Legacy and the Rotary Foundation, or a project supported by the Foundation. Close to \$300,000 has been raised over the last decade.
  - There are a range of Award Categories, with some nominations by Police Commanders only, and some nominations invited by both Police Commanders and members of the public.
- 

### Northern Territory

- The Rotary Club of Darwin's 29<sup>th</sup> Northern Territory Police Officer of the Year Award was presented in 2020 at a reception hosted by the Administrator at Government House.
- The Nomination Page indicates an opportunity to acknowledge acts of courtesy, kindness, understanding, compassion, courage or devotion to duty by any member- male, female, uniform or plain clothes- of the Northern Territory.



# Other VS Projects (incl. Projects under Development)

## Overview

---

**Introduction**

- This section is intended to summarise "Other VS Projects" that are outside District 9800's four key areas of focus, including promising projects that are still in a development phase.

---

## Contents

Topic	See Page
Be Connected- Assisting Victorians to thrive in a digital world	33
L2P (Learner to Probationary) driving program	34
Map Title 3	future

---

## Be Connected- Assisting Victorians to thrive in a digital world:

---

**Introduction** Be Connected is an Australian government initiative committed to increasing the confidence, skills and online safety of older Australians. Be connected aims to empower everyone to use the internet and everyday technology to thrive in our digital world.

---

**Be Connected Website** Through the Be Connected online resources Australians can learn the basics of using digital devices and engaging with the internet, including:

- Being safer while online
- Talking to or seeing family and friends who live far away
- Finding new friends who share interests and hobbies
- Connecting with old friends
- Shopping and selling online, safely and securely.

---

**General Approach** Altona City Rotary developed a plan that included:

- Obtaining a grant to cover equipment, venue hire and catering.
- Identifying the target audience and assessing current skill levels
- Identifying the training needed by surveying prospective students
- Securing venues (community meeting locations) and dates
- Identifying partnerships that might help to deliver training
- A media campaign
- Organising suitable trainers/mentors, both through Rotary & Partners.

---

**Key Lessons**

- Partnerships were valuable- e.g., Men's Shed, Probus, Louis Joel Community Centre, Volunteer West and local media.
- Most participants had little to no experience with hand-held devices or PCs. It was important to gain their confidence.
- Short sharp lessons worked best- no longer than 2 hours.
- Group learning can cover general topics such as cyber security and password management.
- One-on-one mentoring works best for hand-held device skills.
- Refreshments attract an audience & provide a networking opportunity.
- Good record keeping was vital for preparing a grant acquittal report afterwards.
- A rewarding project that helps local community & raises Rotary's profile.

---

**References** President Danny Civitico. E: [jakeandco1958@gmail.com](mailto:jakeandco1958@gmail.com); M: 0425 769 253.  
Website: [beconnected.esafety.gov.au/about-beconnected](http://beconnected.esafety.gov.au/about-beconnected)

---

## L2P (Learner to Probationary) Driving Program

---

### Introduction

- The TAC L2P Program is a community-based volunteer program, assisting disadvantaged Victorian learner drivers aged 16 to 21, with no access to a supervising driver or vehicle, to gain 120 hours driving experience required to apply for a probationary licence.
  - The TAC L2P Program is managed by the Department of Transport and delivered by community organisations across Victoria who work with you to:
    - Ensure you are trained and supervised in your role.
    - Match you with the learner.
    - Provide you with access to a vehicle.
- 

### Volunteer Mentor Requirements

- Be over 21 years of age with an interest in helping young people.
  - Hold a full, current Victorian driver's licence.
  - Undertake a screening process by your local TAC L2P program.
  - 1-2 hours per week available.
  - Willing to undertake training provided to become a mentor.
  - Working with children check.
- 

### Driving Sessions

- Learners and mentors meet at a police station where the cars are kept.
  - Learners and mentors drive around the local area for 1-2 hours. Sessions are usually weekly, and learners may take 6-12 months to gain their 120 hours. Learners and mentors are usually matched for the 120 hours.
- 

### Rotary Engagement

- Since 2010, Rotary Brunswick Tullamarine has donated over \$17,000 towards cars and over \$5000 for Rotary-branded mentor vests, as well as mentoring multiple learner drivers.
  - Rotary Brunswick Tullamarine has served on the Moreland steering committee for the last 5 years and received a D9800 Vocational Program Recognition in 2022.
- 

### Further information

- Email: [L2P@roads.vic.gov.au](mailto:L2P@roads.vic.gov.au)
- Web: [vicroads.vic.gov.au/tacl2pvolunteer](http://vicroads.vic.gov.au/tacl2pvolunteer)

# Appendix

## Overview

---

**Introduction** This Appendix contains additional information that may be useful for various VS projects.

---

## Contents

Topic	See Page
Rotary Down Under (RDU)- Archives Library	36
Rotary Vocational Award Certificate	37
Flowchart Example for an Awards Program	36
Typical Agenda: Rotary WorkLife Program	39
Key References:	40

---

## Rotary Down Under (RDU)- Archives Library


**Introduction**      *"Rotary Down Under (RDU) is really our best national platform for exchanging ideas and showcasing best practice."* (incoming RI Director, Jessie Harman).


- RDU Archive Library**
- Since Oct. 2016, RDU has published RDU in electronic form.
  - RDU's electronic archive library can be searched using key words such as "Vocational," using the steps below. Note that an electronic copy of RDU is required- the archive library cannot be accessed via the RDU website.


### Procedure to Access and Search RDU's Electronic Archive Library

**To Search the RDU Archives Library:**

**Step 1: open an electronic copy of RDU.**

**Step 2: click arrow at top of RDU.** 

**Step 3: click menu for Archive Library.** 

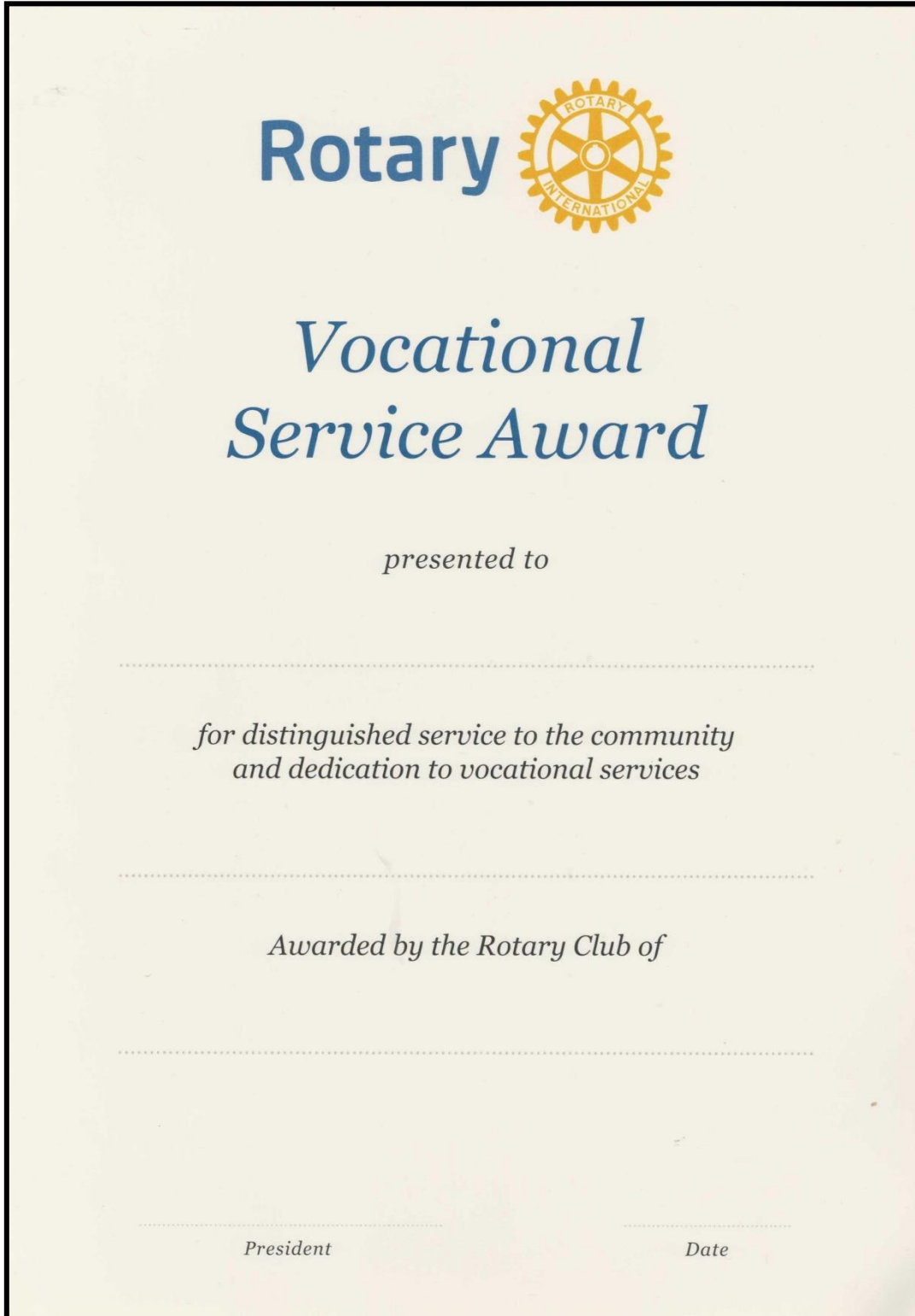
**Step 4: click search icon (top RH) and enter the search keyword.** 

## Rotary Vocational Award Certificate

---

**Introduction**



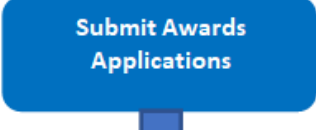



Below is an example of a Rotary VS Award Certificate available from RDU.



## Flowchart Example for an Awards Program:

**Flowchart example**

- The Figure below shows a typical VS Flowchart example for an Awards Program, based on the City of Manningham’s Business Excellence Awards (BEA).
- This should be adapted, as appropriate, for other VS Awards Programs.

Timing	Examples of Key Steps	Resources & Tasks
Month 0		Create plan & goals Build team, assign roles Investigate venues & costs Advertise for EOIs
+ 1 week		*Provide awards application form *Assign Mentor *Book Venue *Invite independent judging panel
Month 2		*Followup potential applications *Confirm judging panel *Invite Awards presenter & Keynote speaker.
+ 1 week		
Month 3		*Plan & advertise awards Event *Invite attendees
Month 4		*Execute Awards Event *Pursue Media Coverage * Evaluate project, share lessons on Rotary Showcase

## Typical Agenda- Rotary WorkLife Program

---

### Session 1

#### **Introduction:**

- Statistics around young people starting work.
  - How workplaces have changed- gap between leisure and work, working outside "normal" hours, how do you get a job etc.
  - Continuous education- upskilling, PD, self-reflection.
  - Expectations around work- being more proactive, independent, having a good attitude, working in a team.
- 

### Session 2

#### **Being at Work:**

- Adding value.
  - Personal/professional relationships.
  - Reputation and online presence.
  - Communication in the workplace- emails, social media, talking on the phone.
  - Awards and fair work.
  - Reading payslips, general OHS, "tips and tricks."
- 

### Session 3

#### **Resumes and Cover Letters:**

- Go through examples of resumes and cover letters.
  - Addressing selection criteria.
  - Writing a good cover letter.
  - Personal feedback on student resumes or cover letters?
- 

### Session 4

#### **Interview Skills:**

- Articulating yourself.
  - Selling yourself.
  - What do employers want to hear? How do you say it?
- 

### Session 5

#### **Mock Interview Session:**

- Potentially have some Rotarians come in and conduct some mock job interviews.
  - Give some personal feedback to students?
-



## References

---

**Key Websites** District 9800: <https://rotarydistrict9800.org.au>

---

**Event Planning** Rotary International (RI) has prepared a general “Event Planning Guide” which includes a planning checklist. Download from the RI website under the Brand Centre/Club Resources, from:  
<https://brandcenter.rotary.org/en-GB/Materials/Club-Resources>

---