



Interact Faculty Adviser Guide

Faculty advisers play a key role in the success of school-based Interact clubs. They oversee the activities of the club and act as a liaison for the sponsoring Rotary club and school administration. Patience, organization, and desire to work with young people are essential qualities of effective faculty advisers. Suggested areas of responsibility for a faculty adviser include:

Meetings

- Attend all club meetings and ensure they run smoothly.
- Assist with campaigns and elections of Interact officers.
- Coordinate a leadership training workshop for new officers.
- Recommend that Interactors participate in youth-leadership seminars and any other Rotary-sponsored opportunities for youth.

Projects

- Advise on service project implementation, especially in-school activities.
- Maintain a calendar for scheduling Interact events to avoid conflicting with other school activities.
- Attend all Interact activities outside of school hours or help arrange chaperones.
- Facilitate equipment requirements and logistics of project sites.

Ongoing Support

- Help maintain accurate club records and documentation and monitor the flow of club funds.
- Verify that Interact committees meet their requirements and deadlines.
- Oversee editing, publishing, distributing, and announcement of Interact newsletters.
- Encourage Interactors to resolve disagreements on their own but arbitrate when necessary.
- Guide and support efforts to recruit members.
- Work on Interact promotion with the school newspaper staff and local media.

School Administration

- Verify members meet school academic requirements.
- Approve all Interact-related announcements pertaining to Interact.
- Act as a liaison between the sponsoring Rotary club and the school principal, faculty and staff.
- Elicit support from colleagues and parents.

Frequently Asked Questions

- Q:** How can we get the sponsoring Rotary club(s) more involved with Interact activities?
A: Maintain regular contact with the Rotarian adviser and committee. The Rotarian adviser is responsible for attending the board meetings of the Interact club, counseling Interactors as they plan service projects and fundraisers and overseeing the election of new officers each year. Celebrate World Interact Week during the week of 5 November which honors the anniversary date of the first Interact club's charter. Sponsoring Rotary clubs and Interact clubs plan joint activities and cooperative service projects. A form is available to detail their efforts and once returned to RI Headquarters they receive a special commemorative pin!
- Q:** Can other service clubs, such as Key clubs exist within the same school?
A: Yes. However, each school has its own rules which can affect the quantity of school-sponsored organizations. Only one Interact club per school is allowed.
- Q:** Is it my responsibility to run the Interact club meetings?
A: No! The faculty adviser's role is to facilitate and encourage. The Interact program aims to foster and develop the leadership skills of youth.
- Q:** What kind of service projects should the club engage in?
A: Each year, Interact clubs conduct at least two service projects: One project benefits the school or the community and the others should promote international understanding. Each project should be determined by the interests and resources of the club. Some useful things to keep in mind when planning service activities are: What services do the school and community need; what other community organization's could benefit from Interact assistance; how can we collaborate with the sponsoring Rotary club and what projects fit within the club's budget? You may wish to refer to the informational handouts, *Working in the Community: Implementing Effective Service Projects* and *FAQs about International Projects*. Also, the RI website, including the Community Projects Database, <http://www.rotary.org/programs/projectsdb/index.html> is a useful resource tool.
- Q:** What is the liability status in working with Interact clubs? Are Interactors insured?
A: Effective 1 July 2001, the Rotary General Liability Insurance Program covers Rotary clubs and entities they sponsor, including Interact clubs, in the USA. It is recommended that the sponsoring Rotary club be consulted if certain Interact activities require additional coverage. Interact clubs outside the USA should collaborate with their sponsoring Rotary club to determine their insurance needs.
- Q:** How can I encourage Interactors to be involved on an international level?
A: A great way for Interactors to connect with one another is through the Interact Correspondence Exchange List. It contains the contact information of clubs around the world who indicated their interest in fellowship exchange to enhance the international element of Interact. To request a copy or if you have further questions or comments about Interact, please contact:

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