

MOUNTAIN AND PLAINS ROTARY YOUTH EXCHANGE

Team Member Responsibility List

4/11/18

CHAIR - Jim Duke

1. Resources of last resort for questions/problems not able to be resolved by any other resource(s).

CLUB GROUP COORDINATOR

1. Initiates process of vetting Host Families and Volunteers.
2. Approves evaluations processed through the YEAH Database.
3. Assists with understanding the process of Host Family Interviews and Host Family Orientations.
 - **CENTRAL MOUNT. VALLEY/PUEBLO AREA - Dale Mullen**
Alamosa, Buena Vista, Canon City, Del Norte, Florence/Eastern Fremont County, Gunnison, Monte Vista, Pueblo #43, Pueblo West, Salida, Salida Sunrise, Trinidad, Wet Mountain Valley/Westcliffe
 - **COLORADO SPRINGS AREA - Dennis Shoemaker**
Broadmoor District, CO Springs, East CO Springs, Garden of the Gods, North CO Springs, Pikes Peak/Woodland Park, Rampart Range
 - **DURANGO AREA - Ken Rogers**
Durango, Durango Daybreak, Durango High Noon, Pagosa Mountain Morning, Pagosa Springs, Pine River Valley Centennial/Bayfield-Ignacio
 - **GLENWOOD/ASPEN AREA - Maurice Emmer**
Aspen, Carbondale, Edwards, Glenwood Springs, Mt. Sopris/Carbondale, North Fork Valley, Rifle, Roaring Fork/Glenwood Springs, Vail-Eagle Valley
 - **GRAND JUNCTION/MONTROSE AREA - Pete Peterson**
Crested Butte, Fruita, Grand Junction, Grand Junction Horizon Sunrise, Montrose, Palisade Sunrise, Redlands/Grand Junction, Telluride

COUNTRY CONTACTS COORDINATOR - Lindsay Keller

1. Questions/problems regarding DS-2019 issuance.
2. Questions/problems regarding the Visa Guarantee Form.
3. Questions/problems regarding paperwork for Visas for Inbound/Outbound Students.
4. Questions/problems regarding foreign students during their year in Colorado.
5. Questions/problems regarding American students during their year abroad.
 - **ASIA - Lindsay Keller** (India, Japan, Taiwan, Thailand)
 - **EUROPE - Ed Montgomery** (Denmark)
 - **EUROPE: CENTRAL - Nancy Galbraith** (Switzerland)
 - MEXICO**
 - **EUROPE: EASTERN - Kristena Wyatt** (Czech Rep/Slovakia, Hungary, Poland, Romania)
 - **EUROPE: NORTHERN - Nancy Lauro** (Germany, Finland/Estonia, Sweden)
 - TURKEY**
 - **EUROPE: WESTERN - Ellen Tomsic** (France, Italy, Spain)
 - **SOUTH AMERICA I - Sally Corcoran** (Brazil, Chile)
 - **SOUTH AMERICA II - Cynthia Blancke** (Argentina, Colombia, Paraguay)

COMPLIANCE OFFICER - Dale Mullen

1. Questions/problems submitting Background Checks or other Intellicorp issues.
2. Questions/problems accessing the NAYEN YPA Sexual Abuse and Harassment Module/Exam.
3. Questions/problems with Dept. of State Certification Module/Exam.
4. Questions/problems with WESSEX Youth Protection.

EXTENSION & DEVELOPMENT - Marilyn Branch

1. Recruitment of new Host Clubs.
2. Questions/problems regarding USA Tours available to Inbound Students.

INBOUND COORDINATOR - Sally Corcoran

1. Questions/problems regarding the Club's selection of the student to host based on gender and home country.
2. Questions/problems regarding permission for travel within the USA by foreign students.
3. Questions/problems regarding required/optional Rotary events for Inbounds.

INSURANCE COORDINATOR - Ken Fusco

1. Resource for all questions/problems regarding Inbound/Outbound insurance.

OUTBOUND COORDINATOR, VICE-CHAIR

Kristi Adams

1. Questions/problems regarding Outbound Candidacy or completing the Outbound Application.
2. Questions/problems regarding requests for scholarship aid.
3. Questions/problems regarding the Host Club Agreement.
4. Questions/problems regarding the District Interviews, including volunteering to participate in the December Interview Weekend.
5. Questions/problems regarding the Outbound Orientations (March and April, 2018).
6. Questions/problems regarding travel arrangements for travel to/from the USA that are unresolved by TZELL Travel or the specific Country Contact.

YEAH DATABASE MANAGER - Ken Fusco

1. Technical questions/problems with uploading documents, including Host Family Orientation Reports and Outbound Application Supplemental Pages.
2. Questions/problems with creating an ID Card for students in YEAH.
3. Any other questions/problems in using YEAH.