

ASTRA

- Serve as the Liaison between current ASTRA Clubs, the District Board, the International Office and the International ASTRA Committee (ASTRA@altrusa.org).
- Promote the concept of ASTRA to all District Clubs and encourage the establishment and assist in the chartering of new ASTRA Clubs.
- Maintain a list and information of current District ASTRA clubs.
- Maintain contact with District ASTRA clubs to seek and share information.
- Keep International informed of all ASTRA clubs in the District and encourage all ASTRA Club Advisors to provide their email address to the International office to insure receiving all information sent through International emails.
- Become familiar with the Altrusa International ASTRA website and all the information that is available, along with all the forms and documents that will help existing ASTRA Clubs, as well as new ASTRA Clubs trying to charter.
- Serve as a resource and referral for all ASTRA endeavors within the District.
- Serve as the key contact between the International ASTRA Committee and District clubs to facilitate the flow of ideas and information. Communicate information on current ASTRA club functions as needed.
- Conduct workshops at the District Conference and/or other workshops as assigned.
- Make presentation at District Conference as needed, which may include: New ASTRA Clubs Chartered, ASTRA members who may have received International Foundation Scholarships, etc.
- Attend planning sessions as directed by the Governor or District Team Trainer.
- Prepare articles for the District Service Bulletin as assigned.
- Accompany District Officers on club visits as requested.
- Prepare reports of activities and submit to the Governor or Governor Elect as requested.
- Encourage ASTRA Clubs to submit for the ASTRA Service Awards and oversee the judging of District ASTRA Service Awards presented at District Conference as designated by the Governor.
- Encourage and provide information on Altrusa International Foundation Scholarship for clubs who have eligible members.
- Remind all high school and college clubs to request graduation service honor cords from the International office.
- Remind all ASTRA Club Advisors to complete and submit the ASTRA Club Annual Reports due May 31st.