

[updated 4.17.24]

RYLA High School Recruitment

How-To Guide

Use the [RYLA Recruitment Contact Reference Sheet](#) to organize your progress.

Step 1. Search in browser engine for selected school

Step 2. Go to school's website and locate **Staff Directory**

Step 3. Research the website to see the extracurriculars/programs each school provides to give you an idea of areas students participate in. Distinguish relevant contacts. ex. *Counselors, ASB Leadership Teacher, Activities Director, Community Service Director, Interact Club Advisor.*

Step 4. Using the contact information found in the **Staff Directory**, email the **template**:

Dear **[CONTACT]**,

I hope this email finds you well. I am reaching out as a volunteer from Rotary District 5170 to share an exciting opportunity for high school students in the Bay Area! Our annual **Rotary Youth Leadership Awards (RYLA) Program** is back and we are searching for prospective candidates to attend.

The **RYLA Program** selects high school students who have demonstrated leadership skills in their school or community to attend a week-long leadership camp. Through interactive workshops, students will learn how to unlock their leadership potential, ignite meaningful relationships, and build skills they can actively apply to their lives, schools, and communities.

Rotary District 5170 is proud to sponsor scholarships for these students, and we are currently looking for referrals from the [SCHOOL NAME] school community to sponsor for Camp RYLA 5170 2024.

The dates for the camp are from June 23-28, 2024. To find out more information on Camp RYLA, our website can be found [here](#) and our Instagram page [here](#).

Applications close May 15, 2024.

If you know of any students who would benefit from this fantastic opportunity, please send their representative's best form of contact. We would be grateful for any referrals.

I would be happy to answer any questions and provide additional information upon request. Thank you very much for your time and consideration. Looking forward to hearing back!

Best regards,

[Name]

[attach additional promotion material ex. [Flyers](#), Sign Ups, Social Media]

Step 5. Update reference sheet with notes. Follow up after 3-4 days if no initial response. Use phone contact if provided. Usually they will either decline or ask for time to find prospective students. If they ask for more time, remember to follow up.

Let the contact know students can apply using the form on our website and if they have any questions, they can send inquiries to Support Staff RYLA5170@gmail.com.



Phone Script:

Hello! I am reaching out as a volunteer from Rotary District 5170 to share an exciting opportunity for high school students in the Bay Area! Our annual **Rotary Youth Leadership Awards (RYLA) Program** is back and we are searching for prospective candidates to attend.

I was hoping you had time for me to explain a bit more about this opportunity.

The **RYLA Program** selects high school students to attend a week-long leadership camp. Through interactive workshops, students will learn how to unlock their leadership potential, ignite meaningful relationships, and build skills they can actively apply to their lives, schools, and communities.

Rotary District 5170 is proud to sponsor scholarships for these students, and we are currently looking for referrals from the **[SCHOOL NAME]** school community to sponsor for Camp RYLA 5170 2024.

The dates for the camp are from June 23-28, 2024. Applications close May 15, 2024.

More information can be found on our website at www.ryla5170.com and Instagram [@RYLA5170.](https://www.instagram.com/RYLA5170)

If you know of any students who would benefit from this fantastic opportunity, please send their representative's best form of contact. We would be grateful for any referrals.

I would be happy to answer any questions and provide additional information!