

# Rotary Support System Matrix

RESOURCE	WHEN NEEDED	CONTACT FREQUENCY	COMMENTS
<b>Host Family</b>	Every day	Daily	Your first point of contact with most simple needs. For problems you will need to use your Host Club YEO in conjunction with your host family.
<b>Host Club YEO</b>	Problems, Successes, Social Occasions, Club Meetings	Bi-Weekly / Monthly	This is your main Rotary contact for your day-to-day problems and well-being.
<b>Host District Counsellor</b>	Most problems, travel permission, routine reporting	Monthly Minimum	If reports are required, make sure you complete them.
<b>Host District Inbound Coordinator</b>	Questions, concerns not resolved or answered at previous levels, routine reporting		
<b>Host District Chairman</b>	Serious problems or routine reporting		
<b>ROTEX</b>	Emotional and YE Support	As often as needed but monthly at a minimum	Rotex will not be able to help you with technical YE problems They are for your emotional support and mentoring only.
<b>Sponsor Club Youth Exchange officer</b>	Preparation and report about your experience	As required by sponsoring district / club	You should write to your club regularly telling of your experiences.
<b>Parents</b>	Routine, non-YE problems, health emergencies	Regularly but not excessively.	LIMIT E-MAIL AND PHONE CONTACT. Suggest once every two or three weeks.