

Exchange Assignments

2012 and Beyond

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2011 International Conference

September 2011

2012 Planning Requests

- 313 clubs responded on time
- 14 clubs responded late
- **981 requests total**

Planning Challenges

- Matching clubs based on:
 - requests
 - availability
 - hosting capacity
 - exchange history
- Managing **981** requests from **330** clubs with **554** weeks of hosting available
- Expectations of clubs vs. Reality of availability

2012 Planning Requests

Country	Number of Clubs	Number of Weeks Available to Host	Number of Requests to Visit
Australia	24	52	31
Austria	2	2	13
Chile	3	4	18
France	2	2	19
Italy	1	1	39
India	1	2	13
United States	92	150	52

Early September

- Planning Request Form sent to club leaders
- Zoomerang survey made available

September-November

- Enter hosting weeks available, hosting capacity and good & bad months to host into map

Early November

- Deadline for club leaders to turn in Planning Request Form
- Put exchange requests into spreadsheet

November - January

- Planning department makes exchange proposals based on requests from clubs
- Proposals onto map and spreadsheet
- Send proposals to Field Reps for review
- Transfer proposals to database

Making a Match

- Requests
 - Mutual requests
 - Reciprocal requests
- Exchange History
 - Where have they been recently?
 - Who have they hosted recently?
 - Have they cancelled exchanges?
- Details that need to match
 - Ambassador numbers
 - Dates

Late January

- Proposals sent to club leaders

January-March

- Receive responses to proposals and make changes as necessary
- Create waiting list for requests we are unable to fill

March

- Middle of March deadline for club leaders to respond to proposals
- End of March “It’s a Match” emails are sent to club leaders

April and beyond

- Continue working with club leaders to create their desired proposals
- Program coordinators take over ongoing matching responsibilities in June