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| Vice President (VP) of Community Development |
| Talent Development Areas of Expertise | The VP of Special Event shall have a high level of knowledge of the following Talent Development Areas of Expertise. The purpose is to represent these Areas of Expertise when conducting primary board duties. These areas include the following:* *Instructional Design*
* *Training Delivery*
* *Learning Technologies*
* *Evaluating Learning Impact*
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| Board Member Responsibilities | The following are primary responsibilities that every Board Member must adhere to:* *Be an active, productive and positive Board Member with the focus of supporting and advancing the mission of the Chapter*
* *Promotes the Chapter by building member value into events as well as among external professionals, professional organizations and by participation in trade shows as appropriate.*
* *Participates in the development of a retention / recruitment strategy designed to maintain on-going contact with Chapter members.*
* *Attends Chapter meetings regularly and if absent; assign a proxy in your absence.*
* *Assist in the creation of policies and procedures in support of Chapter operations*
* *Assist in the development and approval of a strategic plan.*
* *Assist in the creation and execution of an annual operations plan, annual budget.*
* *Perform other functions as needed in support of the Chapter.*
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| Primary Responsibilities | The VP of Community Development primary responsibilities include the following:* *Develops strategies in planning future community development programs to include volunteer activities and community outreach.*
* *Ensures community outreach activities adhere to the policies and guidelines of their purpose and that they positively reflect on the Chapter in general.*
* *Identifies and procures resources necessary to support all approved Community Outreach events.*
* *Responds to questions in regards to all Community Outreach in a timely manner.*
* *Creates an events report that provides updated attendance data, event evaluation information, and distributes information to the Board.*
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