

Purpose of Committee:

To develop and oversee events and networking opportunities that promotes inclusion, engagement and fosters a sense of community for the Latinx community and its allies.

Charges and Responsibilities:

- Develops in-person or virtual Events and Networking opportunities (including themes, logistics and program).
- Works in collaboration with Professional Development Committee to secure sponsorships, speakers, and marketing initiatives (when applicable).
- Coordinates dates, times, and location of events.
- Integrates planning with other professional development activities.
- Develop and oversee evaluation/feedback of events.
- Assess, review, and enhance future events from attendee feedback and metrics.
- Actively encourages and promotes networking events to association professionals.

Committee:

Board Liaison, Events & Recognition Chairperson, Vice-Chairperson, 3-5 committee members.

Responsible to:

- Board Liaison
- Board of Directors
- Members

Qualifications:

- Professional working in association management

Time needed (per week):

Variable, dependent upon the timing, but approximately one (1) to three (3) hours per week

Term:

One (1) one (1) year term commencing on Jan. 1 and expiring on Dec 31 (with potential to roll over to a second year)

Application procedure:

1. Completed application
2. Disclosure of any potential conflicts of interest should be made with the application
3. Non-Disclosure Agreement

APPLY HERE