



Being On An ExComm Isn't Scary

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■ Why Should I Volunteer?



- **How Do I Volunteer As a Member?**
 - Host an activity
 - Be a greeter or registration desk at local event
 - Volunteer for the RG or AG
 - Join a SIG or form a SIG



■ How Do I Get Started With My Local Group?

Committee Member



Committee Chair



Officer/ExComm



Local Group ExComm

- LocSec (Local Secretary)
- Assistant LocSec
- Secretary (Scribe/Recording Secretary)
- Treasurer
- Membership
- Area Coordinator
- Communications/Marketing/PR
- Gifted Youth Coordinator
- Newsletter
- Programs
- Website/Webmaster



Regional/Annual Gathering Committee

- Registration
 - Processing before event
 - Working during event
- Hospitality
 - Advance planning
 - Host during event
- Speakers
 - Speaker Seeker
 - Room set-ups
- Planning
 - Chair/Co-chair a subcommittee or RG Committee



AMC Officers & Committees

- Chair
- 1st Vice Chair
- 2nd Vice Chair
- Secretary
- Treasurer
- Regional Vice Chairs -10
- Communications Officer
- Development Officer
- Membership Officer
- Ombudsman



National Office Support

- Leadership Development
- Peer Support
 - Elists
 - Meet & Greets
- Information/Technology
 - Membership Reports
 - Technology tools
- Staff Support



How Can You Be Successful?

- Be Prepared
 - Know Local Group
 - Job Description – clearly defined roles
 - Bylaws
 - Long range / Strategic Plans
- “Don’t overcommit or allow yourself to be.”
- “You don’t have to do everything yourself – team work lightens the load.”
- “Communicate. Communicate. Communicate. Ask questions.”
- “Be flexible.”
- “Deliver what you promise.”
- “Listen – listen actively and intensely.”
- “Include others in decision making – you’re on a team.”
- “Never forget – this is a member organization.”
- “Be a coach, not a dictator.”



What's Next? How Do I Start?

- Attend LDWs
- Attend Local Group ExComm meetings
- Attend AG and RG
- Volunteer
- Host



■ Questions?

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