



Board Committee Descriptions

Advanced Professionals Committee

The Advanced Professionals Committee develops programs that respond to the educational needs of chapter members who have been in the profession for ten or more years. The Committee encourages involvement of past chapter presidents and board members in programming for advanced professionals and general membership. Ultimately, the Advanced Professionals Committee's efforts should inspire continued and increased involvement of members with extensive fundraising experience to stay engaged in chapter programming.

The Advanced Professionals Committee meets 5-6 times per year. The estimated time commitment for the chair is about 8-10 hours/month including board and committee meetings. October-December are busier months in preparation for the Advanced Professionals Roundtable event in December.

Conference

The Conference Committee will develop a one-day conference that supports multiple tracks and appeals to the needs of chapter members and others in surrounding communities. They will work with other committees (Programs, etc.) to ensure that at least one conference session focuses on ethics in fundraising. Ultimately, the Conference Committee's efforts should inspire continued and increased involvement of AFP-STL members in chapter programming and help attract new members to the chapter.

The Conference Committee meets monthly January-June, then weekly June-August in advance of the conference which is held in late August. The three months leading up to the conference are increasingly busy with the time commitment being highest in August.

Government Relations

The Government Relations Committee helps keep AFP St. Louis chapter members informed of important public policy issues related to philanthropy and fundraising. The committee monitors local issues and legislation related to fundraising and alerts AFP's network when there is a need for action. Committee members educate fundraisers, policy makers, and the public about issues related to fundraising and philanthropy and encourage members to contact their elected officials on public policy efforts affecting fundraising and/or philanthropy.

The Government Relations Committee meets as needed. The estimated time commitment for the chair is about 4 hours per month including board and committee meetings. September-October, scheduling and meetings with elected officials during Lobby Week, tend to be the busiest time for this committee.



Marketing

The Marketing Committee assists AFP-STL members and prospective members by coordinating and providing consistent and comprehensive internal and external communications about the Chapter and IHQ through the chapter's website, social media channels, and electronic communications. Ultimately, activities of the Marketing Committee should be coordinated with all other committees to ensure chapter communications and the content of the AFP-STL chapter website are integrated, timely, and topical.

The Marketing Committee meets monthly. The estimated time commitment for the chair is about 6-8 hours per month, including board and committee meetings.

Membership Engagement

The Membership Engagement Committee is responsible for the recruitment, engagement and retention of members throughout the year. Membership Committee Members outreach through phone and email to welcome new members, check in on members at 6 months, and encourage member retention through renewal at 11 months. We also call on lapsed members at 13 months to encourage renewal. The

Membership Committee is responsible for helping recruit new members to AFP to meet membership revenue goals and also helps greet members and guests at all AFP events and activities.

The Membership Committee meets every other month. The estimated time commitment for the chair is about 4 hours per month, including board and committee meetings.

Mentoring

The purpose of the mentoring program is to match experienced development professionals with those seeking guidance in their career growth, development experience, and/or seeking general advice and counsel.

The Mentoring Committee meets as needed. The estimated time commitment for the chair is about 4 hours per month, including board and committee meetings.

National Philanthropy Day®

The National Philanthropy Day Committee plans and conducts the annual November luncheon to highlight philanthropy and volunteer leadership in the bi-state region. Committee members are responsible for engaging area organizations that share AFP's commitment to promoting philanthropy and ethical fundraising. Ultimately, National Philanthropy Day should be the event that area residents, corporations, and businesses associate with the recognition of the metro-area philanthropists and volunteers who make our bi-state region a wonderful place to live and work.

The NPD Committee meets monthly January through July and twice per month beginning in August through November. The estimated time commitment for the chair is about 8 hours per month including board and committee meetings. August-November is the busiest time for this committee.



Programming

The Program Committee develops and executes a calendar of monthly programs ranging from extended sessions presented by national speakers to more informal coffee or cocktail conversations presented by local professionals and community members that respond to the educational needs of chapter members and others in the community throughout the year. Collaborate with other committees (Advanced Professionals, Young Professionals, IDEA, Diversity, Conference, etc.) to ensure that programs are presented in these areas annually. The committee evaluates the effectiveness of programs and makes recommendations to the AFP Board regarding the structure of chapter programs.

The Programs Committee meets every month. The estimated time commitment for the co-chairs is about 8-10 hours per month. The last months of the year tend to be busiest with budgeting and planning for next year.

Scholarships and Fellows

The Scholarship & Fellows Committee promotes scholarship opportunities, selects awardees and provides networking opportunities. The committee seeks applicants and awards two AFP Fellows positions annually, which provides membership fees, program attendance assistance, mentoring assistance, and networking opportunities for new development professionals or those working in a small shop. Scholarships are available for the local and international conference and for the Fundraising 101/102, the CFRE Review, and the annual St. Louis AFP conference.

The Scholarships and Fellows Committee meets twice per year to review applicants and make selections. The estimated time commitment for the chair is about 2 hours per month, including board meetings. More time is required in preparation for committee meetings.

Sponsorship

The Sponsorship Chair is responsible for identifying and promoting sponsorship opportunities for Chapter programs and events and securing sponsorships from individuals, companies, and foundations. Sponsorships can be in the form of cash and/or in-kind support. The Sponsorship Chair must coordinate their activities with the National Philanthropy Day and Conference Committees to ensure sponsorship requests are coordinated. Ultimately, the goal of the Sponsorship Chair is to raise adequate funds to meet annual budget goals.

The Sponsorship Chair works in collaboration with the Conference and NPD committees but is not a separate committee. The estimated time commitment for the chair is about 4-5 hours per month. The final 4-6 weeks before both events require more time as sponsorships are finalized and executed.

Emerging Professionals

The Emerging Professionals Committee provides networking opportunities and professional development for those either new to the field or consider themselves a young professional.

The Emerging Professionals Committee meets every month. The estimated time commitment for the chair is about 3 hours per month, including board and committee meetings.