

Marketing and Outreach Application for Chair Position

Term 2016 – 2017

Name: Enter you First, Middle and Last Name Here

Phone No.: Enter the Best Phone No. to reach you.

Email:

Below are the responsibilities of the committee chair.

- Leads the committee, sets the agenda, and facilitates the committee meetings;
- Encourages open, inclusive, non-confrontational communication among committee members;
- Ensures that committee members have the information needed to complete their assignments,;
- Oversees logistics of committee's operations with staff support;
- Works closely with staff to provides quarterly reports to the board;
- Administers assignments to committee members;
- Ensures meeting minutes are documented and distribution to members and staff,
- Attend Board Meetings and Leadership Meetings when requested;

Desired Qualifications:

Select all that apply

- Outreach/Business Development experience
- Social media engagement locations and messaging
- Website design and content
- Market research
- Press releases
- News articles – both development of and research for our Knowledge Center
- Advise on message development for BCA activities such as membership drives, educational events, and policy developments.

Complete the following:

1. Why do you want to serve as Chair: Enter your answer here.
2. Please list your past positions with the BCA: Enter your answer here.
3. Please list your experience in marketing and outreach. : Enter your answer here.
4. What do you feel are your strongest personal strengths? Enter your answer here.

Submit to: Liz Fischer, at LFischer@bcxa.org. For Questions Call 971-245-6078