

Chapter committees

Purpose

Chapter committees are the representatives of the FTA in their state. They work with the National Office to ensure appropriate services are delivered to members in their state including training, events and technical resources and act as a local advocate for the FTA.

Major tasks:

- Work with National Office to design an calendar of events for the chapter that includes networking and training. The chapter will assist in identifying relevant speakers and topics and provide advice on appropriate formats to meet the local needs
- On an ongoing basis, provide the national office and the board with direction and feedback on the services provided by the FTA in the local area.
- Participate in strategic planning by providing a representative at the President's Council
- Chair events in the local area as required
- Act as an advocate for the FTA in the local region
- Identify potential new members and advise National Office
- Follow up un-financial members to identify any problems
- Identify possible sponsorship opportunities for local events
- Promote FTA events in their sphere of influence
- Identify members who are interested in participating in committees, the Board and other aspects of the FTA governance

Standing agenda items for the Chapter Committee

Review the current event and training schedule

- Feedback on planned events
- Suggestions for new events/speakers
- Review membership numbers and status
- Marketing FTA

A national office representative should participate in the meeting were possible