

Committee/Volunteer Positions

COMMUNICATIONS

Reports to VP of Communications

Publications: The publications team is responsible for meeting all production and proofing deadlines of the MPI Utah Chapter Vision magazine on a timely basis.

Marketing/PR/Advertising: Members who excel in Public Relations, Marketing and Advertising are encouraged to help us jump-start our marketing plan. We need a core group of experts for the ongoing team.

Website: Ensure the MPI Utah Chapter Website is up to date and has accurate information.

EDUCATION

Reports to VP of Education

Monthly Meetings/Professional Education Day (PED): The education team plans monthly education programs. We need creative, strategic thinking professionals with good ideas who can be relied upon to carry through and assist with the planning and execution of these programs. We need people who could assist with site selection, organizing details with the hotel/venue and Board, coordinating sponsorships, raffle donations, BEO's, speaker transportation and a variety of tasks.

FINANCE

Reports to the VP of Finance

Sponsorship: Do you have strong sales skills and enjoy meeting and working with people? Then we NEED you to help coordinate and sell sponsorships for our monthly education meetings and special events. This team will also coordinate raffle prize donations within our MPI Chapter and coordinate raffle donation prize "swaps" between our MPI Utah Chapter members and MPI Chapter members in other states.

MEMBERSHIP

Reports to VP of Membership

Member Care: We need seasoned professionals for the New Member Orientation program that is held prior or post select monthly meetings. We're always looking for presenters to tell our new members and guests how to get

the most out of MPI as well as seeking people willing to mentor new members, student members and take part in the adopt a student program and Regional Road Show community involvement programs.

Recruitment: This team works hard to build our membership and retain our current members. Those with a marketing background are a true benefit to this team. It's a great way to meet new people.

Member Showcase: The member showcase will take place during Professional Education Day in November. This team works to bring together both planners and suppliers to showcase the Utah Chapter to the meeting and event community.

Awards/Recognition: This team works to ensure members are recognized by their peers for their hard work within the Chapter and in their professional development.

SPECIAL EVENTS

Reports to VP of Special Events

Fall Outing: Do you want to get involved in our annual golf outing? This team coordinates the details of our annual Fall Outing in conjunction with UBTA and USAE. If you enjoy meeting and working with new people, this is for you!

Holiday Social: A wonderful way to spread some cheer with your peers! Arrange the details of the reception.

Chinese Auction: The most rewarding of projects! This team works on a very important event that benefits our membership with networking opportunities while providing fundraising to financially support both The Make a Wish Foundation of Utah and the MPI Utah Chapter's ongoing commitments to our member's education. We need a strong team of dedicated professionals to put together this memorable event.

Annual Installation/Awards Gala: This team plans the annual installation of the Board of Directors and the awards and recognition ceremony. This exciting, semi-formal event takes place in June.

SUSTAINABILITY COMMITTEE

Reports to VP of Sustainability

We interface with each MPI-Utah committee to "consult" on the sustainability of our events and activities. You do not need any experience in green meetings to be a part of this committee, education of the green meeting movement is part of the committee process. This new committee is in its infancy and needs lots of volunteer help with items like goal setting, timeline development and implementation, and outreach into the community.