

## Chapter Plan Overview

### Chapter Planning Team

Charge: Create strategic goals and action plans to deliver value to member community through excellent programs, services and networking opportunities. Insure continuity by member engagement, recruitment and leadership development.

Lead/Team: *Incoming President / Incoming Officers and Committee Chairs*

### Nominating Committee

Charge: Insure full slate of officers and qualified leadership succession. Identify, cultivate, recruit and on-board new leaders.

### Professional Development Committee

Charge: Create excellent educational programs and relationship-building opportunities to advance members' professional capabilities.

### Membership Committee

Charge: Recruit, serve and retain members.

### Communications Team

Charge: Effectively communicate with members/prospects. Promote events and services. Present professional on-line image in accordance with FSP branding standards.

*Note: Chapters may have additional committees, such as Sponsorship, Professionals Day, etc.*

### Timeline

#### **May:**

- Leadership Training
- New board orientation
- Prepare for and conduct Chapter Planning Day (Incoming President presides)

**June:** Chapter Annual Meeting; new officers elected and installed in office.

**July:** New Chapter Year begins; new board and committees take charge