2020 Committee & Network Chair Best Practices

NAPABA Social – NAPABA’s online membership portal, accessible at napaba.org.

- Group administration – Manage your membership and maintain your membership list. Get connected to people who could not attend the Convention but signed up as part of their membership to be part of the committee. You will get administrative access to your Committee under the “Groups” tab.
- Message your members – Use the portal to easily send messages to your members.
- See a directory of your current and active members.
- Post in your Forum – Use the group forum to share resources and have discussions.

Programming – Some ways to engage throughout the year.

- Webinars – Hold webinars on topics throughout the year. NAPABA can provide webinar software, CLE attendance certificates, and marketing assistance.
- Regular Membership Conference Calls – NAPABA can provide a conference line you can reserve for regular meetings. Just let the Membership team know.
- Mentorship and Career Pipeline programs – Develop informal or formal ways to help build the pipeline for our members to advance in their careers.
- Receptions & In-Person Events – Hold opportunities for your members to get together. Contact NAPABA staff for help with marketing, design, and sponsorship.

Communicating with Your Members & Across NAPABA – Leverage our combined reach.

- Send messages through NAPABA Social – We encourage Committees to send quarterly or monthly emails updating their members on news and opportunities. You can also send messages and make other posts in via your group portal.
- Share dates on the NAPABA Calendar – Submit information to be included on the national NAPABA calendar and on NAPABA social media channels.
- Share information with all NAPABA members – Use the quarterly reports to share updates and information that NAPABA can share in with the entire membership. This could be upcoming events, past event recaps, and member news.

2020 Convention in Los Angeles – Keep an eye out for deadlines and information sent from the NAPABA staff. Typical ways to engage include:

- CLEs
- Business Meetings
- Other social events
Administrative Resources

- Please check for links to forms and other resources: https://www.napaba.org/page/CommsNets
- Use of the NAPABA name and logo must be in accordance with NAPABA guidelines and approved by NAPABA staff.
- Please submit your Quarterly Committee Reports as requested by your Board Liaisons and NAPABA staff. Reminders will be shared.

Questions or Need Help?

Contact the NAPABA staff at membership@napaba.org.