

# Role: WIT Liaison Officer

**The WIT Liaison Officer works with the president and the executive board of the Chapter.**

His/her duties include: (1) Work with chapter executive board to increase the number of women in the chapter and AAW, (2) Expand outreach and mentor women, (3) Direct women chapter members to WIT resources and opportunities.

**1. Work with chapter executive board to increase the number of women in your chapter and AAW**

- Serve as a point of contact for process on AAW WIT grants for new AAW membership for women.

**2. Expand outreach and mentor women.**

- Coordinate and welcome women to chapter meetings, hands-on classes, and chapter mentor programs.

Best Practices: [#054 Program Planning](#)

Best Practices: [#042 Promoting Demonstrations](#)

Best Practices: [#037 Surveying Members Interests](#)

**3. Direct women chapter members to WIT resources and opportunities.**

- Serve as a point of contact for information on WIT newsletters, regional activities.
- Serve as a point of contact for information about WIT grants for events and exhibitions.