

BWRT Executive Committee Roles and Responsibilities

1. All members are expected to attend the monthly BWRT meetings and Exec meetings, therefore typical hours a month includes monthly 1.5 hour member meeting and 1-1.5 exec meeting
2. Leadership runs from April to March, and is for 1 year with option to serve a second.

Chair (6 hours a month, 1 position)

- Run BWRT regular and Exec Meetings
 - Liaison with Chamber
 - Collaborate on Agenda
 - Look for Sponsors
- * Ideally has at least one year of BWRT exec board membership

Vice Chair (4 hours a month, 1 position)

- When chair is absent, run BWRT regular and Exec Meetings
- Liaison with Chamber
- Look for Sponsors

Speaker (5 hours a month, 1 position)

- Coordinate 6 speakers a year—Life, Career, Money, and Health
- No repeats within 2 years

Social (5 hours a month)

- Coordinate 4 socials and 1 Holiday Party a year
 - Liaison with Chamber reps to ensure appropriate dates and vendors are Chamber members
 - who donate location and food, with cash bar at times

Community Outreach (5 hours a month, 1 position)

- Liaison with other Chamber groups and community events
- Schedule Non-profit speakers

BWRT Ambassador (4 hours a month, 3-4 positions)

- Welcome everyone at meetings and socials
- Meet first-timers, get contact information and follow-up

Quad Chair (10-12 hours a month, 1 Chair, 1 Vice-Chair)

- March to March usually
 - Lead monthly Quad meeting and SubChair meetings
 - Liaison with Chamber
- * Ideally has at least one year of Quad committee experience