



2016 AFP COMMITTEE DESCRIPTIONS

MEMBERSHIP SERVICES DIVISION

Member/Chapter Services Committee: Ensures AFP services to members and provides support to chapters and chapter services; promotes AFP to prospective members; develops board policies and procedures related to members and chapters. (Three to six one-hour calls every year, tasks as assigned-time varies based on project but normally not more than 4-6 hours for the year)

- **Chapter Support Subcommittee:** Develops, reviews and evaluates AFP's chapter program; responsible for chapter accord; acts as liaison of resources to chapters by reaching out with phone calls to select chapter leaders to offer assistance. (Three to four one-hour conference calls per year; tasks as assigned-time varies based on project but normally not more than 4-6 hours for the year)
- **Leadership Academy Task Force:** Develops, implements and executes the AFP Leadership Academy each year for chapter leaders. Tasks include educational content, chapter leader networking opportunities and information exchange. (one-hour call every other month)

Next Generation Committee: Integrate K-12 and collegiate membership efforts to encourage a path to a fundraising career for Young Professionals. Committee will liaison with professional chapters to support transitions from collegiate and youth programs, such as internships and externships. Provide peer-to-peer support for chapter mentoring programs that interface with Young Professionals. Insure that member benefits are relevant for AFP members under the age of 30. (one-hour call every other month).

- **Youth in Philanthropy Subcommittee:** Further develop resources to help AFP chapters consider, plan and implement youth philanthropy programs. Update and expand YIP resources for chapters. Develop YIP curriculum for implementation in chapter programs. Promote development of new YIP programs throughout the Association. (one-hour conference call every other month).
- **Collegiate Chapter Resources Subcommittee:** Support Collegiate Chapters in delivery of services to their members by providing sample programs, policies and other oversight. Serve as a personal contact/mentor for collegiate chapters as needed. Monitor compliance with Collegiate Accord process. Serve as a clearinghouse for collegiate chapter ideas. (one-hour conference call every other month).

International Development Committee: Develops and directs AFP's international growth and presence in membership and chapters. Committee members serve on alternative committees and task forces in order to insure global thinking in all aspects of AFP's work. (one-hour conference call three times a year)

Diversity & Inclusion Committee: Develops recommendations for programs that ensure cultural and social diversity in AFP's membership and leadership; develops recommendations for assisting AFP members in understanding the value of developing more diversity within their own organizations. (one-hour conference call every quarter)

- ***2016 Diversity Art Showcase & Workshop Task Force:*** Develops curriculum for the Diversity Workshop that takes place at the International Conference. Works with youth, member and professional artists to display art in the exposition hall at the International Conference. AFP members work with diverse youth in the conference city to explain philanthropy and have them draw their interpretation. (one-hour conference call every month, on-site commitment at the AFP International Conference on Fundraising).
- ***Diversity Scholarship Task Force:*** Raises money in conjunction with the AFP Foundation for Philanthropy for scholarships to the AFP International Conference for members from the Diverse Communities in Fundraising Program. Selects the recipients of the scholarships annually. (one-hour conference call every six weeks)

CENTER FOR FUNDRAISING INNOVATIONS DIVISION

Publishing Advisory Committee: Provides advice and counsel regarding AFP's publishing activities, the Publishing Advisory Committee develops editorial direction and emphases, and evaluates preliminary and full book proposals as part of AFP Fund Development Series for publication to John Wiley & Sons, Inc., our publishing partner who then guides successful proposals through writing, editing, and publication. Appointments to the Committee are made through a recommendation from the Publishing Advisory Committee to the Vice Chair and candidates ideally have substantial experience in development and a commitment to providing nonprofit fundraising professionals with the best-published works in the field. The Committee meets once a year face-to-face at the Fundraising Conference and usually twice by conference call.

Conference Education Advisory Committee: Provides guidance and counsel regarding educational programs for AFP's Fundraising Conference, focusing on the value to the attendees, attendees' organizations, and to the profession. The committee recommends educational content for the Conference based on proposals submitted, provides policies and guidelines for speakers, and recommends additional speakers for the Conference based on the speakers' expertise and knowledge areas. This committee has three face-to-face meetings, with two being optional (call-in opportunities at the Conference and Leadership Academy), and one being mandatory for face-to-face participation at AFP IHQ in June, as well as several conference calls throughout the term.

Research Council: Takes a leadership role in identifying research priorities for AFP; recognizes and promotes research; publishes research results; seeks support for research on the philanthropic sector and on philanthropic fundraising; provides small grants for research projects. Meets twice a year face-to-face. Task forces for specific projects meet via email and conference call as needed.

ACFRE Board: Develops the criteria for obtaining the ACFRE credential; promotes participation in the ACFRE program; evaluates the qualifications of those seeking the credential and confers the credential. *Ratified by the Executive Committee.* Meets three times per year, face-to-face, and approximately ten times a year via conference call.

EXTERNAL RELATIONS DIVISION

Marketing & Communications Committee: Provide advice and counsel to AFP staff on internal and external marketing, outreach and communications – covering areas such as National Philanthropy Day®, AFP branding and positioning, website strategy and direction, social media initiatives, marketing efforts to recruit and retain members, and assist in development of new tools, systems, and resources to enhance abilities of chapters to market at a local level. Represent committee on cross divisional committees and task forces when needed. Meetings include conference calls, small focus groups, as needed, via email, and face-to-face meetings, where prudent, held in conjunction with other AFP programs and/or events.

Awards Committee: Awards Committee: Oversees the AFP awards program, including marketing and publicity, selection of honorees and an annual review to ensure the judging process is conducted in a fair and transparent fashion. These awards include the National Philanthropy Day Honors (six categories), the Outstanding Fundraising Professional, the Barbara Marion Award for Outstanding Service to AFP, and the Charles R. Stephens Chapter Award for Excellence in Diversity. The committee meets twice a year face-to-face, as well as several times by conference call.

U.S. Government Relations Committee: Guides AFP advocacy efforts in the U.S. for public policies that encourage giving and volunteering, and that enhance the capacity of nonprofits to function efficiently; monitors legislation related to fundraising and alerts AFP's grassroots network when there is a need for action; educates fundraisers, policy makers and the public about issues related to fundraising and philanthropy. The committee typically has several task forces that address emerging issues. Meets twice a year face-to-face and holds several conference calls throughout the year.

Canadian Government Relations Committee: Advocates for and advances the development of capacity building and sustainability of the nonprofit sector in general and of philanthropy and fundraising in particular through the proactive engagement and education of all levels of government and effective communication with Canadian AFP members. Meets twice a year face-to-face and holds several conference calls throughout the year.

BOARD COMMITTEES

Finance Committee: Reports to the Board on the financial performance of the Association; recommends policies that will ensure long-range financial stability; counsels other committees on matters that have financial impact; monitors financial and investment performance; performs other duties in connection with the finances of the Association, as determined by the board of directors. Usually meets six or seven times a year – three times face-to-face in conjunction with board meetings and the remainder by teleconference – generally an hour. Subcommittees and/or special task forces may be formed to address specific issues such as investment performance, office space requirements, dues increases, etc. and time required may vary.

Strategic Planning Oversight Committee: The mission of the Strategic Planning Committee is to get input from chapters, members and external sources, and develop AFP's long-range future goals based on this input. Since AFP's plans and goals for the future are driven largely by its mission statement, the committee also is responsible for periodically reviewing and re-evaluating that commitment. The Strategic Planning Oversight Committee will have the primary responsibility for monitoring the plan, recommending additional actions to the Executive Committee and the Board's, and generally ensuring that the goals and objectives are timely executed and on point. There are several teleconference meetings throughout the year, generally no more than one hour each, with the possibility of a face-to-face meeting, as needed, usually held in conjunction with our International Conference in March/April or at our fall Board meeting in October.

Ethics Committee: AFP promotes responsible, professional and ethical behavior by its members engaged in fundraising, by its members engaged in businesses that support or assist fundraising, and by non-members who agree to be bound by the AFP Code as a condition of professional certification sponsored by AFP. The Committee ensures the administration and enforcement of AFP's *Code of Ethical Standards*; improves professional fundraisers' awareness of and compliance with the Code. The Committee meets face-to-face twice a year for one day (February and September) and by conference call in late June. Committee service is a four-year term. Members are *approved by the Executive Committee and AFP Board*.