



Board of Advisors & Employer Relations Committee Job Description

Overview: As a committee of the Board of Directors, members are responsible for expanding, monitoring, developing, and nurturing the overall engagement status of the organization's investors (Board of Advisors members and other corporate supporters); creating an ongoing list of funding targets (companies); carrying out goals set by the Development committee for organizational engagement and funding; ensuring industry and geographic diversity on the Board of Advisors; and identifying short and long-term issues that are important to employers.

Commitment and Term: We ask that all committee members attend and actively participate in preferably all, but no less than 80% of committee meetings, whether in-person or by conference call, and make at a minimum, a one-year commitment to serve.

Meeting Frequency: Every other month – February, April, June, August, October and December. No term limits.

Staff Liaison: President & CEO

Essential Tasks:

- Committee Chair to attend quarterly Board of Advisors meetings
- Identify and establish a diverse group of Board of Advisors' members; considerations to include:
 - Demographics
 - Geography
 - Industry (incorporating stay, work, and play)
- Assist the Stay Work Play staff with recruiting new members to the Board of Advisors and other corporate contributors
- Foster and maintain positive relationships with members
- Monitor and actively participate in a review of member engagement levels
- Communicate in an ongoing dialog with members to develop long-term relationships
- Facilitate and promote partner participation to increase membership value, benefits and satisfaction
- Identify and implement outreach activities to meet the needs of members; including, but not limited to:
 - Mentoring
 - Career and college fairs
 - Workplace tours
 - Workshops for students and faculty
 - Participation in recruitment strategies