**Chapter President Expectations**

**Administrative**

* Register Chapter annually on the [Chapters website](http://www.bethematch.org/chapters)
* [Create/Update Volunteer Account](https://www.bethematchvolunteer.org/)
* Join National Slack Workspace
* Re-register Chapter with school (end of academic year)
* Ensure all Chapter members are registered on the Chapters website and volunteer platform

**Lead**

* Lead at least one Chapter Executive Board meeting per month
* Lead Chapter Retreat to fill out Chapter Planner
  + Goals
  + Contact information
  + Account information
* [Complete Founder’s Series training](https://learning.elucidat.com/course/612e62e78bbfb-613924c13f3af)

**Communicate**

* Communicate regularly with your Be The Match staff member
* Communicate monthly with NSLB Coach

**Engage**

* Support all Be The Match activities on your campus in some capacity (planning, volunteering, marketing, etc)
* Make sure at least one Chapter representative joins [monthly national Chapter calls](https://wesavelives.bethematch.org/index.cfm?fuseaction=cms.page&id=1139&eventID=636)
* Work toward an active Chapter membership of 10 or more individuals

**If you have questions or need help finding any of the resources listed above to help support you, reach out to us at** [**BeTheMatchOnCampus@nmdp.org**](mailto:BeTheMatchOnCampus@nmdp.org)