



team **NPF**
walk
presented by
abbvie

CHAIR

Committee Chair

TEAM NPF WALK COMMITTEE CHAIR

DESCRIPTION:

The Committee Chair oversees the overall planning of the Team NPF Walk and serves as a liaison between Foundation staff and the Volunteer Walk Committee. Their primary role includes ensuring the execution of a successful event, recruiting volunteers to serve as committee members, and acting as a role model to other committee chairs and volunteers.

ROLE:

- Form your own Walk team, recruit 10 people and start fundraising campaign early
- Act as main point of contact for all Walk Committee volunteers and help in the recruitment of volunteer positions
- Hold regular monthly committee meetings
- Regularly promote Walk through personal network and become “super user” in online Walk Center
- Work with Foundation staff to plan and execute Walk Kick-off & Corporate Recruitment event
- Support committee volunteers in their efforts, create a positive atmosphere, ensure the execution of their responsibilities and recognize their contributions
- Conduct post-Walk review with committee and send thank you letters to all committee chairs
- When appropriate, attend prospect meetings with Sponsorship Chair
- Work with Foundation staff and committee to develop goals and strategic plan for next year’s Walk.

QUALIFICATIONS:

- Lives or works within the Walk area
- Ability to make the necessary time commitment to the position and availability to attend monthly planning meetings
- Passionate about helping the local psoriatic disease community

Time Commitment: 5-10 hours per month (more during month leading up to the event)

Responsible to: Community Development Manager

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