

MENTORSHIP DIRECTOR

The mission of the Mentorship Committee is to provide oversight and implementation of professional development events for membership, and to carry out the mission set forth by the Chapter's strategic plan. This includes implementing any leadership or mentorship programs, promotion of our industry to the next generation through CREW Careers and UCREW. Tasks include:

- Serve as Mentorship Director for CREW Nashville Board of Directors.
- Identify Assistant Director to assist in leading the Mentorship Committee activities and present for nomination and confirmation by Board of Directors.
- Assemble the Mentorship Committee, develop annual mentorship goals each year and hold regular committee meetings which provide opportunities for networking, learning and leadership for all committee members.
- Develop/review for Board approval the committee guidelines to set goals and actions steps in accordance with the strategic plan when requested by the Board.
- Develop any subcommittees needed for implementation of the annual plan, i.e., Mentorship, UCREW, CREW Careers, etc.
- Prepare a committee budget for Board approval (typically in the Fall of each year). Tracking costs.
- Gather information from membership regarding the types of professional development that would be beneficial to membership.
- Organize and hold at least one professional development event at least once per calendar year.
- Coordinate with other committees and Board members. In particular, coordinating with the Communications Committee to keep the website current with any pertinent information on upcoming professional development events, surveys, etc..
- Prepare a monthly report for the Board Consent Agenda.
- Provide a list of Committee accomplishments to be presented to members during membership meetings and/or retreats as directed by President or President Elect.
- Attend any Member Retreat and/or Board Retreat
- Additional responsibilities as included in CREW Network playbooks and CREW Network Mentorship Program materials.