

## **SHRM FOUNDATION DIRECTOR**

### Position Summary:

Educate, promote, and represent the interests of the SHRM Foundation and its activities to the chapter membership.

### Responsible To:

The members of the chapter  
The chapter president  
State council SHRM Foundation director

### Responsibilities:

- Educate the chapter membership regarding the existence, purpose, and ongoing activities of the SHRM Foundation.
- Encourage the chapter membership to contribute financially to the SHRM Foundation as a show of support for the human resources profession.
- Encourage the chapter membership to support an annual contribution to the SHRM Foundation by the chapter.
- Advise and update the chapter membership of the SHRM Foundation's activities and fund-raising needs.
- Participate in the SHRM Foundation Core Leadership Area conference calls and webcasts.
- Participate in the development and implementation of short-term and long-term strategic planning for the chapter.
- Represent the chapter in the human resources community.
- Attend all monthly membership and board of directors meetings.

### Resources Available:

- SHRM supplies the following resources for chapter SHRM Foundation directors
  - Chapter Position Descriptions
  - SHRM Leaders Guide
  - And MUCH MORE...available online at [www.shrm.org/vlrc](http://www.shrm.org/vlrc)
- SHRM Foundation Chapter Toolkit is available at <http://www.shrm.org/foundation/volunteertoolkit.asp>, where you can find:
  - Fundraising Ideas
  - Newsletter Inserts
  - Chapter Champions Program
  - Chapter Pledge Form
  - SHRM Foundation Video
  - SHRM Foundation Contacts