

## FWN Local Groups Committee Charter

The Local Groups Committee is tasked with growing the number of FWN Local Chapters to support FWN's broader mission while working with existing chapter groups and their leadership teams. With the DC Chapter currently as the only active group, it is a priority to re-establish local groups in Boston and NYC, where there is a heavy concentration of alumnae, as well as create groups outside of the US to better represent and connect those alumnae located across the globe.

The Local Groups Committee will develop and execute strategy to support local groups, including:

- Serve as liaison between FWN leadership and local groups to support flow of information and strengthen relationships between FWN and local group leadership;
- Assess existing FWN Local Chapters and their operating status, including identification of the primary contact person;
- Establish a communication protocol to facilitate coordination between local groups and the committee; this could include having a local group representative sit on the committee or assigning individual members to liaise with specific local groups;
- Each year formulate an annual work plan to be presented to the Executive and Steering Committees for discussion. This plan will identify geographic focus areas for establishing or strengthening local groups based on existing resources and relationships;
- With help from established chapters, develop materials on how to set up a local chapter, organizational considerations, etc., that can be shared with those interested in forming local groups. In addition, articulate what support FWN can provide to local chapters;
- Coordinate with representatives from the Events Committee to drive or support local group events;
- Collaborate with the Communications Committee to provide support to local groups, as needed, and to leverage existing communications infrastructure including the FWN website to foster on-line presence and spread awareness of local groups;
- Assign one committee member to serve as the liaison with Fletcher Women on Boards.

The committee is made up of a Chair (or two Co-Chairs), and a minimum of two members from the Steering Committee. (If there are Co-Chairs, only one need serve on the EC with the other as an alternate.) An effort will also be made to have representatives of the most active chapters serve on the committee. By assuring that at least one member of the committee is from outside the US, this committee will also encourage growth in regions outside of North America to diversify membership.

Committee members should anticipate up 2-3 hours per month including availability for regular committee meetings. The Chair should also allow time to attend monthly 1-hour Executive Committee meetings. Members may provide in-person support at events to support local group efforts.