

ACG ATLANTA STANDING COMMITTEES

Standing Committee Chair Responsibilities

- Maintain active membership in good standing (must be full membership – committee members/chairs are not eligible for Emerging Leader member discount)
- Work with staff to develop an annual committee calendar to include committee meeting dates, milestones, sample email schedule
- Attend New Member Breakfasts and Chapter Events
- Preside over all committee meetings – work with staff to create meeting agendas and meeting schedule, to be sent in advance of the committee meetings
- Assist with recruiting additional committee members and identify a sponsorship chair (if applicable.)
- Utilize and adhere to timeline, benchmarks, standards, and budget
- Work with staff to achieve committee goals
- Submit a report to Board of Directors when requested
- One-year term

Membership Committee

- Lead by VP of Membership
- Recommends policy and strategic direction to ACG Atlanta Board of Directors for membership recruitment, membership retention, and membership services for the chapter
- Attends committee meetings, new member breakfasts, and chapter events
- Reaches out to non-member event attendees to discuss membership
- Promote events to personal and professional networks
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- Make-up: Board Members, Emerging Leader Advisory Member, Women's Advisory Member, DEI Committee Member, General Members
- One-year term plus option to renew

Programs Committee

- Lead by VP of Programming
- Recommends policy and strategic direction for programming for the chapter
- Attends committee meetings and chapter events
- Works with ACG Staff to plan and coordinate speakers for content events (Approximately 4 Single Speaker, 4 Panel per year)
- Along with the Staff of ACG, develop an annual calendar of Chapter Events
- Promote events to personal and professional networks
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- Make-up: Board Members, Emerging Leader Advisory Chair, Women's Advisory Chair, DEI Committee Chair, General Members
- One-year term plus option to renew

DEI Committee

- Lead by Committee Chair
- Recommends policy and strategic direction for DEI initiative for the calendar year.
- Attends committee meetings and chapter events
- Works with Programs and Membership committees to ensure DEI components.
- Promote events to personal and professional networks
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits

All committee members and committee chairs need to be full members in good standing of ACG regardless of sponsorship.

- Make-up: Board Members, Emerging Leader Advisory Member, Women's Advisory Member, General Members
- One-year term plus option to renew

Emerging Leader Advisory Committee

- Lead by Emerging Leader Advisory Chair
- Attends committee meetings
- Assists, identifies and secures event sponsorships
- Participates on one or more sub-committee(s)
 - Events
 - Lead serves on chapter programs committee
 - Sponsorship
 - Membership
 - Lead serves on chapter membership committee
 - Lead attends New Member Programs
- Promote events to personal and professional networks
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- One-year term plus the option to renew

Women's Advisory Committee

- Lead by Women's Committee Chair
- Attends committee meetings
- Assist, identify and secure event/Women's Forum sponsorships
- Participates on one or more sub-committee(s)
 - Events
 - Lead serves on chapter programs committee
 - Membership
 - Lead serves on chapter membership committee
 - Lead attends New Member Programs
- Promote events to personal and professional networks
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- One-year term plus option to renew

All committee members and committee chairs need to be full members in good standing of ACG regardless of sponsorship.

ACG ATLANTA EVENT COMMITTEES

Event Committee Chair Responsibilities:

- Works with staff to develop an event calendar
- Attends New Member Breakfasts and Chapter Events
- Serves on the Programs Committee
- Preside over all committee meetings – work with staff to create meeting agendas and meeting schedule
- Assist with recruiting committee members and along with ACG Staff identify a sponsorship chair
- Utilize and adhere to timeline, benchmarks, standards, and budget
- Work with staff to achieve event revenue goals
- Assist, identify, and secure event sponsorships
- Promote event to personal and professional networks
- Lead post-event debrief
- Submit a report to Board of Directors when requested
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- Term is 1 event cycle with option to renew for a total of two years

Taste of ACG Atlanta Committee

- Lead by Taste of ACG Atlanta Committee Chair
- Attends committee meetings (starts in the spring - Event in August)
- Assist, identify and secure event sponsorships
- Participates on one or more sub-committee(s)
 - Wine Selection
 - Event Details/Logistics
 - Auxiliary Events
 - Raffles/Wall of Wine
 - Wine Dinners
- Promote event to personal and professional networks
- Participate in post-event debrief
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- One-year term plus option to renew

M&A South Committee

- Lead by M&A South Chair
- Attends committee meetings (starts in August-Event in February)
- Assist, identify and secure event sponsorships
- Participates on one or more sub-committee(s)
 - Sponsorship & Fulfillment
 - Exhibitors
 - Recruit and sign up Private Equity Firms
 - Recruit and sign up IB and Mezz Funds
 - Program
 - Speakers
 - Panel Content
 - Schedule
 - C-Suite & Corporate Development
 - Marketing
- Promote event to personal and professional networks
- Participate in post-event debrief

All committee members and committee chairs need to be full members in good standing of ACG regardless of sponsorship.

- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- One-year term plus option to renew

Georgia Fast 40 Committee

- Lead by Fast 40 Committee Chair
- Attends committee meetings (starts in Fall -Event in June)
- Assist, identify, and secure event sponsorships
- Assist and identify companies not on the Target List
- Participates in one or more sub-committee(s)
 - Sponsorship
 - Nominations/Applications
 - Event Logistics
 - Marketing/Media
- Promote event to personal and professional networks
- Participate in post event debrief
- Act as an ACG Atlanta Ambassador to include maintaining a working knowledge of ACG events and membership benefits
- One-year term plus option to renew

All committee members and committee chairs need to be full members in good standing of ACG regardless of sponsorship.