

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 YACG member discount)
- Work with staff to develop 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 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, Young ACG Member, Women’s Forum 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, YACG Program Chair, Women’s Forum Program Chair, General Membership
- One-year term plus option to renew

Nominating Committee

- Lead by Nominating Committee Chair
- Annual focus on evaluation of the overall composition of the ACG Atlanta Board of Directors (BOD)
- Evaluates current and upcoming openings based on BOD terms
- Discusses potential nomination with candidates

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

- Present a slate of qualified, acceptable candidates to the Board of Directors for approval and the general membership for a vote.
- Attends meetings and Events to meet members and vet for board seats
- 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: Directed by ACG Atlanta Chapter Bylaws
- One-year term

Young ACG Steering Committee

- Lead by YACG Committee 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
 - ACG Cup
 - ACG University
 - 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 option to renew

Women's Forum Steering 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

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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 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

Wine Tasting Committee

- Lead by Wine Tasting Committee Chair
- Attends committee meetings (starts in May-Event in September)
- 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

Deals of The Year Committee

- Lead by DOTY Committee Chair
- Attends committee meetings (starts in March-Event in November)
- Assist, identify and secure event sponsorships
- Assist and identify deals to source
- Participates on 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

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Capital Connection Committee

- Lead by Capital Connection 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
 - Capital Connection
 - Recruit and sign up Private Equity Firms
 - Reverse Capital Connection
 - Recruit and sign up IB and Mezz Funds
 - Program
 - Speakers
 - Panel Content
 - Schedule
 - Corporate Connection
 - 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

Georgia Fast 40 Committee

- Lead by Fast 40 Committee Chair
- Attends committee meetings (starts in November-Event in June)
- Assist, identify and secure event sponsorships
- Assist and identify companies not on the Target List
- Participates on 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

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