

IYAMW Committee Volunteer Positions

Membership Committee

Role: Recruits members (non-teachers), surveys members on a regular (annual?) basis, identifies and recruits nominees for IYAMW board, liaises with IYNAUS membership committee regarding membership related concerns.

Time commitment: 2-3 hours/month

Committee Chair: responsible for scheduling and running regular committee meetings. liase with IYANUS on the Membership Committee The chair must also act as point of contact for IYAMW membership committee and provide a monthly report to the IYAMW board president, including relevant updates, questions, and requests from the committee.

Member-at-large: Participates in regular meetings of the committee and contributes to projects of the committee as needed.

Skills: writing, Photography, interpret results, marketing - Facebook, Instagram, Website updating

Marketing & Communications Committee

Role: Disseminate information about IYAMW events and initiatives across website, email, social media, and other channels.

Time commitment: 4-5 hours/month (varies with role)

Members and responsibilities:

- Chair
- Website Coordinator
- Email Coordinator
- Social Media Coordinator
- Member-at-large

Committee Chair: responsible for creating an annual marketing communications timeline, in coordination with the IYAMW Board and leading content creation for email and social media distribution. The chair must also provide a monthly report to the board president, including relevant updates, questions and requests from the committee.

Website Coordinator: responsible for upkeep of the IYAMW website; this could entail working with an outside website designer or making updates themselves, dependent upon skills and capacity.

Email Coordinator: responsible for creating and sending MailChimp communications in accordance with the annual marketing communications timeline and on an ad hoc basis, as needed. Adds new IYAMW members to MailChimp group monthly.

Social Media Coordinator: responsible for posting updates on Facebook, Instagram, and other channels as appropriate in accordance with the annual marketing communications timeline and on an ad hoc basis, as needed.

Member-at-large: Participates in regular meetings of the committee and contributes to projects of the committee as needed. Assists with information dissemination by sharing IYAMW social media posts and emails with personal and professional networks, as appropriate.

Skills: writing, Photography, copy editing, marketing - Facebook, Instagram, Website updating

Scholarship & Community Grants Committee

Role: Create opportunities for Iyengar students to further their studies and opportunities for teachers who want to grow their Iyengar Community.

Time commitment: 3-4 hours/month

Committee Chair: Plans and executes scholarship opportunities for continuing study of Iyengar yoga. IYAMW has created google documents for applications and a procedure for scholarship and grant applications.

Member-at-Large: Attends regular meetings. Reviews and votes on scholarship & grant applications.

Fundraising Committee

Role: a subcommittee of the scholarships & community grants committee. Plans and executes one – two fundraising campaigns/projects per year, stewards' donors and, working with Scholarships & Community Grants Committee, identifies projects and areas of need to fundraise around.

Time commitment: 3-4 hours/month

Committee Chair: responsible for scheduling and running regular committee meetings and creating an annual plan, including working with the IYAMW board to set a specific \$ amount fundraising goal and strategy for achieving it. The chair must also provide a monthly report to the IYAMW board president, including relevant updates, questions, and requests from the committee.

Member-at-large: Participates in regular meetings of the committee and contributes to projects of the committee as needed.

Skills: writing, Photography, interpret results, marketing - Facebook, Instagram, Website updating

Annual Retreat Task Force

Role: Plan and execute annual IYAMW retreat. This committee not only works on the current year's retreat, but also invites teachers, selects venues, and negotiates contracts for the coming year's retreat.

Time commitment: 4-5 hours/month (ebbs and flows with retreat cycle)

Members and responsibilities:

- Chair
- IYAMW Treasurer - ex officio
- Marketing Coordinator
- Registration Coordinator
- Logistics Coordinator
- Member(s)-at-large

Committee Chair: 4-5 hours/month. responsible for scheduling and running regular committee meetings and ensuring all coordinators are staying on task. The chair must also provide a monthly report to the board president, including relevant updates, questions, and requests from the committee.

IYAMW Treasurer: non-voting member; works jointly with committee chair to develop retreat budget. Assists with payment of venue deposits and advises on all budget related items.

Marketing Coordinator: responsible for creating timeline and plan for promotion of retreat and working with the Marketing and Communications committee to execute the plan.

Registration Coordinator: responsible for creating and sending communications to retreat registrants on a timely basis, as well as fielding inquiries from registrants and working with other retreat coordinators to handle special requests and accommodations. The registration coordinator must provide regular reports during the registration period to the committee to keep them apprised of forecasted and actual numbers. This person is also responsible for setting up and running the on-site check-in table (with assistance from other volunteers they have recruited).

Logistics Coordinator: responsible for communication with retreat teachers to determine retreat themes and coordinate their teaching sequences. Also acts as the main point of contact with the venue to ensure classrooms, sleeping rooms and catering meet IYAMW's needs, both prior to and on-site during the retreat. Also handles av and/or other special requests from retreat teachers and attendees.

Member-at-large: 1-2 hours/month. Participates in regular meetings of the committee and contributes to projects of the committee as needed.

Skills: writing, Photography, event planning, marketing - Facebook, Instagram, Website updating