**Name: Email:**

**Phone:**

 **INSTRUCTIONS: This form is interactive.** **Complete online. S**ave with your name in the file name and email to Jeanette Santovasi**. Or Print to complete manually.** Mail to Jeanette Santovasi, 28 Beaver Dam Trail, Old Saybrook, CT.

**This form is NOT for interest group signup. Contact group Chair directly.**

**AAUW LCV thrives on active member participation. Click on any/all of interest to you.**

**Note: Prior officers/group chairs are available to assist in transitions and through terms.**

**2024-2025 OPENINGS: Check any position(s) of interest.**

 **Note: Systems, teams and documents in place to succeed in Book Author Luncheon Roles**

[ ]  **Yes LCV Board Co- Secretary (take LCV Board meeting minutes)**

[ ]  **Yes Co-Chair Book Author Luncheon with Gloria Gery (2025)**

[ ]  **Yes Donation Solicitation (Auction) Chair - Book Author Luncheon**

[ ]  **Yes Sponsor Solicitation Chair - Book Author Luncheon**

[ ]  **Yes Co-Chair Cultural Trips Interest Group**

[ ]  **Yes Chair, Communications (Newsletter, Website Content & Calendar Updates)**

 **Note: National AAUW updates the website**

[ ]  **Yes Great Decisions Chair**

**I have the following skills/knowledge to contribute to LCV AAUW**

[ ]  **Financial: Budgets, Reporting, etc.**

[ ]  **Microsoft EXCEL**

[ ]  **Organization and project/event management**

[ ]  **Writing and Communication**

[ ]  **Fundraising. Soliciting donations sponsorship and/or auction items**

[ ]  **Technical Skills**

[ ]  **Graphic Design**

[ ]  **Monthly newsletter development. Coordinating website & calendar updates.**

[ ]  **Other. Describe.**

**Learn more about a position. Go to LCV Website** [**Members Only Page**](https://lowerctvalley-ct.aauw.net/members-only/)**. Click on Responsibilities and Timelines. Password: lcvmember**

**I am interested volunteering in these committees and groups when positions open.**

[ ] [**Board Membership: Secretary, VP, and Treasurer Positions.**](https://lowerctvalley-ct.aauw.net/task-timelines-leadership-and-committee-chairs-schedules-and-tasks/)

[ ]  **Programs:** Identify topics. Secure speakers for General Meetings

[ ]  **Hospitality:** Meeting room setup/reset equipment, food, decorations.

[ ] [**Membership Committee**](https://lowerctvalley-ct.aauw.net/files/2023/08/Membership-Committe-Timeline-8-21-23.pdf)**:** Recruit and onboard new members.

[ ] [**Book Author Luncheon:**](https://lowerctvalley-ct.aauw.net/files/2023/08/ESP-BAL-Chair-Timeline-8-21-23.pdf) Event organization. Solicit auction items/Sponsors.

 Prepare auction item signage. Organize auction baskets.

[ ]  **Gourmet:** Structure/implement/manage meal events member homes/restaurants.

[ ]  **Book Groups:** Host meeting. Lead book discussion. Afternoon/Evening s

[ ]  **Mahjongg:** Host Mahjongg at member homes. Organize game days.

[ ]  **Cultural Arts Group: Iden**tify and manage day trips.

[ ] [**Scholarship Committee:**](https://lowerctvalley-ct.aauw.net/files/2023/08/ESP-Scholarship-Committee-Timeline-8-21-23.pdf) Identify, evaluate and recommend applicants

[ ]  **Great Decisions Program: Schedule, structure, order materials and identify session leaders.**

**Other Comments:**