**Professional Development Committee Member**

**Service Summary**

Professional Development (PD) committee member works with the local PD event chair and ACA professional development manager to plan and implement specific ACA sponsored education events.

**Knowledge and Experience**

* Knowledge of and passion for camp and ACA
* Ability to maintain an open line of communication with the local PD event chair and ACA professional development manager
* Be an active volunteer or member with ACA and have a basic understanding of the LCOL and ACA workings
* Knowledge of the local/regional camp community needs
* Knowledge of and access to local resources and engaged individuals.

 **Participation Includes**

* Working cooperatively with the local PD event chair and other committee members to design, develop, and implement the local professional development experiences.
* Staying informed of emerging professional development issues and trends that affect the camp profession and industry.

**Essential Responsibilities**

* Assist with the planning, coordination, implementation, and promotion of local PD event(s).
* Follow all applicable ACA policies and procedures relevant to professional development events and efforts
* As required, attend event committee meetings and functions (in person or virtually) and be prepared to contribute meaningfully.
* Snappy dresser and good dancer. Sense of humor a bonus.
* Avoid conflicts of interest as well as identify and disclose any possible conflicts of interests.

**Time Commitment**

The professional development committee member commits to:

* Serve at least a 1-year term - with the ability to serve consecutive terms.
* Requires a time commitment of ZZ hours per month, on average.
* As required, attend local event planning meetings (in person or virtually).
* Communicate with the event team as well as other volunteers in a timely and professional manner.