

Charter of Volunteer & Guest Recruitment Committee - 2017

The Volunteer & Guest Recruitment Committee is a Committee of the Kairos International Council in accordance with the International Council Operating Procedures.

(1) Scope of Responsibilities: The purpose of this Committee is to develop a catalog of “Best Practices” for outreach and recruitment of new volunteers and give it the widest distribution possible, and to monitor the effectiveness of the various methods and revise the catalog accordingly.

(2) Committee tasks:

- a) Update the Recruiting & Outreach “Best Practices.” Identify the need for updates, if appropriate.
- b) Identify action items, take ownership/responsibility for those components of the Strategic Plan applicable to Volunteer and Guest Recruitment Committee and make recommendations through the proper communications channels to accomplish the current year's Strategic Plan goals.
- c) Develop specific goals and add/refine action items for the Strategic Plan for subsequent years.

(3) Committee Procedures:

- a) The Committee Co-chair of this committee will be appointed by the President of the International Council in consultation with the Chief Executive Officer. The Staff Co-chair of this committee will be the Chief Executive Officer or their designee.
- b) The Committee and Staff Co-chairs will select 9 - 13 voting members. At least four members must be members of the International Council. The remaining members should be State Chapter Committee Volunteer & Guest Recruitment Coordinators or members of the Kairos community at large.
- c) A roster of members will be maintained by the Co-chair and an update provided to the IC Secretary and Chief Executive Officer no later than 3 weeks after assuming duties and as changes occur.
- d) Committee meetings will be open to all Kairos volunteers.
- e) A decision to bring a matter before the International Council or the Board for consideration shall be the result of a majority vote of the voting membership of the committee.
- f) Minutes of meetings of this committee shall be submitted to the International Council Secretary who will forward the minutes to the Secretary of the Board of Directors.