

Nominating Committee Member

Supervisor: Nominating Committee Chair

Department: Nominating Committee

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Nominating Committee Member

Do you have a vision of how Gamma Phi Beta can change thousands of women's lives and influence women's advancement in our world? Do you desire to be a generative leader who can help the Sorority grow and become stronger?

Gamma Phi Beta is a sorority committed to building confident women of character who celebrate sisterhood and make a difference in the world around us. Not only are we committed to the growth and development of the collegiate and alumnae members we serve, but we are also committed to providing development for our volunteer leaders. We want volunteer leaders dedicated to inspiring the highest type of womanhood. Gamma Phi Beta seeks seven visionary thinking and synergistic Nominating Committee members. You will be able to participate in leadership, communication, strategic decision-making and BEDI (belonging, equity, diversity and inclusion) development and training. Within Gamma Phi Beta, you will have opportunities to develop skills across our **member competencies** and cultivate meaningful relationships.

About the Role

As a Nominating Committee member, you will work as a team to strategically identify, recruit, evaluate, and slate candidates for Sorority leadership at the elected level, which is the next biennium's Nominating Committee and International Council. You will foster strong relationships with the Nominating Committee Chair, other Nominating Committee members and members of Gamma Phi Beta. This role offers the opportunity to be an ambassador of Gamma Phi Beta and model our **Core Values**.

The Nominating Committee is built considering each candidate's background, experience and skills to complement the team. The team is constructed to ensure that all member competencies are present and available to support the team in identifying and creating a balanced slate of leaders for the International Council.

Time Commitment

We strive to structure volunteer opportunities that allow our members to balance their time in their volunteer leadership position. This position entails eight to 10 hours a month in the first 18 months. The time commitment will expand to 20 hours per month in the last six months, with additional time in the interview and selection process. Travel is estimated to be five to eight days per year, including Convention, REAL Leadership Institute and the spring retreat before Convention.

Successful Nominating Committee Members Value:

- **Self-Development:** You are self-aware and master using personal strengths in strategic management. You place the Sorority's best interests above personal priorities.



- **Resiliency:** You view change as a strategic opportunity and respectfully manage resistance to change.
- **Communicating:** You utilize active listening to help inform strategic direction. You understand the importance and can share expertise and information throughout the organization.
- **Teamwork:** You inspire and create an atmosphere of trust that results in a positive working relationship inside and outside the Sorority.
- **Mentoring:** You believe in the investment of mentoring others to develop and grow and oversee the strategy to retain diverse and high-caliber talent.
- **Diversity and Inclusion:** You celebrate your identity and demonstrate respect and appreciation for individuals with identities different from yours. You create inclusive policies and practices.
- **Philanthropic Spirit:** You generously donate your time, skills, talent and financial resources to causes important to you and the organization.
- **Community Participation:** You are an active citizen and understand the importance of governance to ensure we achieve our strategic goals and strengthen the entire organization.
- **Gamma Phi Beta:** You know our history, current initiatives and objectives. You use your knowledge to make decisions that reflect our organizational values.
- **Critical Thinking:** You demonstrate imaginative thinking, recognize the complexity of issues and consider the impact of decisions on all parts of the organization.
- **Applied Learning:** You synthesize experience and knowledge to provide strategic direction.
- **Personal excellence:** You model integrity, honesty and high standards of confidentiality consistent with the Sorority's values. You represent the Sorority within the fraternal community and in the world at large.

Desired Ability and Experience

- You have had strategic leadership experiences personally or professionally.
- You can be an ambassador and advocate for our organization, sharing our impact while cultivating beneficial relationships.
- You have had experience building relationships at all levels and with different organizations.
- You can communicate effectively with transparency.
- You understand the importance of healthy governance: duty of care, duty of loyalty and duty of obedience.

What Sets You Apart

- You are passionate about the work of the organization and understand there is always more to learn and understand about our operations and membership.
- You embrace a generative and strategic thinking mindset.

Responsibilities

- Identify, recruit and encourage potential talent throughout the biennium using electronic communication, phone calls and in-person conversations; maintain records to share with appropriate entities about potential leaders emerging from recruiting efforts.
- Be aware of the strategic needs, relationships, governance, workforce dynamics and culture of the organization.
- Ensure a transparent application process and provide applicants with guidance throughout

- Provide feedback to all applicants about their application to assist in their leadership development, if desired by the applicants.
- Promote diversity and inclusion throughout the recruitment, evaluation and slating processes.
- Propose a slate of candidates to the Sorority that includes the International President, Vice Presidents and Nominating Committee members with a written report and rationale.
- Maintain confidentiality of Gamma Phi Beta business, with particular consideration of sensitive personal and performance information to this the Nominating Committee is exposed to throughout their process.
- Fully engage and participate collaboratively in the team effort to slate members into elected positions, completing both individual components (application review, interview review, candidate evaluation) and group elements (conducting interviews, discussing leadership and skills needed in the teams, slating candidates into elected positions) of the process.
- Work on subcommittees or special projects as needed.
- Adhere to all Gamma Phi Beta Bylaws, rules and procedures, policies, position statements and committee guidelines.
- Meet the financial obligations for good standing by paying international alumnae dues annually for your term or Life Loyal member.
- Attend monthly Zoom planning meetings, Zoom interviews, one spring retreat for slating, REAL Leadership Institute and Convention once during each term; these meetings range from three to four days; Convention ranges between three to five days.

Considerations

- Must not be currently employed by the Sorority, Facilities Management Company or Foundation.
- Nominating Committee members shall prioritize the time investment of this role in consideration of other volunteer leadership roles they may actively hold with the Sorority.