

Nominating Committee Collegiate Member and Collegiate Alternate

Supervisor: Nominating Committee Chair

Department: Nominating Committee

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

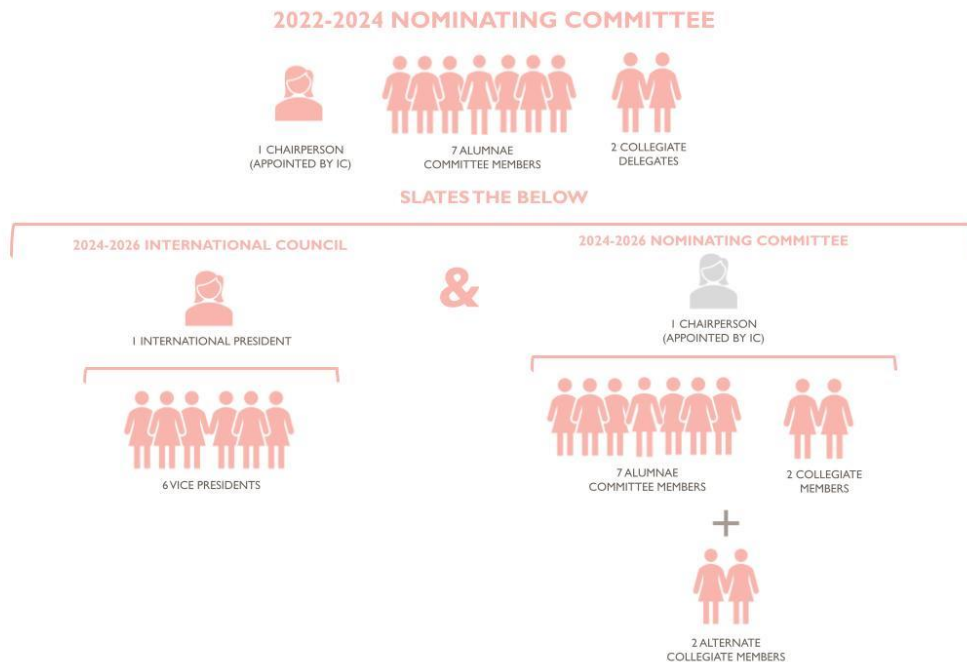
Gamma Phi Beta is a sorority committed to building confident women of character who celebrate sisterhood and make a difference in the world around us. Not only are we committed to the growth and development of the collegiate and alumnae members we serve, but we are also committed to providing the highest level of leadership development for our collegiate members. We want collegians dedicated to inspiring the highest type of womanhood. Gamma Phi Beta seeks two visionary-thinking and synergistic Nominating Committee collegiate members and two collegiate alternates. 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 collegiate member, you will work on a team with eight alumnae members 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 all member competencies are present and available to support the team in identifying and creating a balanced slate of leaders for the next biennium.

The Nominating Committee collegiate alternate is appointed to the team and will step in for the collegiate member if the member is unable to fulfill their term. The alternate will attend all committee meetings and participate in small team assignments as needed.



Time Commitment

We strive to structure this opportunity to allow our collegiate members to balance their time with their collegiate membership and scholastic commitments. This position entails four to six hours a month in the first 18 months. The time commitment will expand to 10-20 hours per month in the last six months, with additional time in the interview and selection process. Travel is estimated to be up to five days per year, including Convention and the spring retreat before Convention. All travel costs and expenses for Nominating Committee collegiate members are 100% covered by the Sorority.

Given the scheduling needs for monthly planning meetings and subcommittee members, collegiate members and alternates may not study abroad during their school semesters, aside from summer terms, if appointed.

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.
- Learn the strategic needs, relationships, governance, workforce dynamics and culture of the organization.
- Ensure a transparent application process and provide applicants with guidance throughout.
- 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 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.
- Attend monthly Zoom planning meetings, Zoom interviews, one spring retreat for slating and Convention once during each term; these meetings range from three to four days; Convention ranges between three to five days.

Successful Nominating Committee Collegiate Members Value:

Self-Awareness: You can describe your personal values, pursue personal interests and articulate personal strengths and weaknesses.

Confidence: You desire to increase knowledge in areas of expertise, engage in decision-making and challenge your fears.

Resiliency: You remain calm in challenging situations and describe healthy strategies to bounce back.

Communication: You communicate with clarity, select communication mode based on audience and consult resources when looking for information.

Teamwork: You practice behaviors that contribute to positive team dynamic, identify team needs and define your role on the team.

Mentoring: You engage with individuals for personal, professional and Gamma Phi Beta growth.

Diversity and Inclusion: You demonstrate curiosity about identities differently than your own, recognize personal bias and implement inclusive practices.

Philanthropic Spirit: You donate your time, skills, talent and/or resources to causes that are important to you.

Community Participation: You serve in leadership roles in communities of interest and model active citizenship.

Gamma Phi Beta Knowledge: You utilize international Gamma Phi Beta resources.

Critical Thinking: You organize competing tasks to best manage time and utilize facts and data in forming opinions and decisions.

Applied Learning: You describe how Sorority experience compliments other experiences (e.g., academic, professional, etc.).

Personal Excellence: You fulfill obligations and commitments with integrity.

Desired Ability and Experience

- You can be an ambassador and advocate for our organization, sharing our impact while cultivating beneficial relationships.
- You can communicate effectively with transparency.
- You can share a collegiate perspective with conviction and confidence.



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.

