

PUDM 2021 Chair Handbook

Table of Contents

Chair Expectations and Weekly Tasks	2
CAMPUS RELATIONS	3
FRATERNITY, SORORITY, AND COOPERATIVE LIFE	4
PRODUCTIONS DESIGN	4
PRODUCTIONS MEDIA	6
PUBLIC RELATIONS	7
ACCOUNTING	8
FUNDRAISING	9
HIGH SCHOOL MARATHON RELATIONS	10
SPONSORSHIPS IN-KIND	11
SPONSORSHIPS MONETARY	12
LOGISTICS	13
MORALE	14
RILEY RELATIONS	15
SPECIAL EVENTS	16
DEVELOPMENT	17
EXTERNAL STEWARDSHIP	18
INTERNAL STEWARDSHIP	19
PARTICIPANT COMMUNICATIONS	20

Chair Expectations and Weekly Tasks

chairs with committees are marked with asterisks throughout the handbook

Expectations

- Attend Weekly Chair and Executive (Chamber) Meetings on Sunday Evenings
- Attend weekly committee meetings
- Be a leader for all committee members
- Attend all scheduled meetings with Executive and Co-Chairs
- Have timely communication (24-hour response time)
- Attend all PUDM events
- Always represent PUDM in a positive light
- Put the kids first in all you do
- Put 1 hour into PUDM recruitment a week (chalking, tabling, flyering, etc.)
- Set a fundraising goal of \$1924 representing the year Riley Hospital opened their doors
- Dream Big
- Typically a 6-10 hour commitment per week

Weekly Tasks

- Chamber Meeting Sunday (1 hour)
- Committee Meeting Prep (1-1.5 hours)
- Committee Meeting (1 hour)
- Recruitment (1 hour)
- Position based work (1-2 hours)
- Meeting with Exec and Co-chairs (30 minutes to an hour)
- Attend Event (0-2 hours, varies by week)

Example Weekly Overview

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
PUDM Event (12-2)		Committee Meeting prep 5-6	PUDM Booth 11-12	Position-based work 11-1		
Chamber Meeting 5-6		Committee Meeting 6-7	Meeting with Executive and Co-Chairs 7-8			

CAMPUS RELATIONS*

Athletics and Residential Outreach Chair*

Position Description: This chair is responsible for building and maintaining relationships with the various athletic teams, sports clubs, residence hall association, and resident hall clubs on campus. Throughout the year they help plan events and recruit these individuals from these entities for the marathon. This chair plays a large part in planning athlete hour at the marathon and the block party at the beginning of the fall semester.	Strengths for this Position: 1 - Professionalism 2 - Strong communication skills 3 - Personable 4 - Flexible 5 - Organized
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International Outreach Chair*

Position Description: This chair is responsible for building and maintaining relationships with international organizations and multicultural centers on Purdue's campus. They have a large focus on coming up with an innovative recruitment strategy appealing specifically to the international population. This chair is expected to attend some events hosted by international organizations and schedule meeting with international organizations.	Strengths for this Position: 1 - Inclusive 2 - Futuristic 3 - Creativity 4 - Adaptable 5 - Professionalism
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Student Resource Outreach Chair*

Position Description: This chair is responsible for building and maintaining relationships with the various resource centers and student organizations on campus. They have the responsibility of interacting with organizations that are within these broader programs and in the fall will focus on the recruitment of these organizations. This chair will assist in planning the block party at the beginning of the fall semester.	Strengths for this Position: 1 - Professionalism 2 - Educator 3 - Well-Spoken 4 - Collaborative 5 - Open-Minded
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FRATERNITY, SORORITY, AND COOPERATIVE LIFE*

FSCL Communications Chair *

<p>Position Description:</p> <p>This chair communicates all the goals of the FSCL committee to the Fraternities, Sororities, and Cooperative life students. They the PUDM FSCL Instagram to spread news about PUDM to Greek life chapters and they are in charge of the all Greek PUDM GroupMe and sending out information in it. They will be communicating with Greek alumni to help encourage chapter members to get involved and will assist the FSCL Executive with impact reports. This chair is required to go to different Greek Life and Cooperative philanthropies and events.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Communication2 - Time management3 - Social skills4 - Reliability and organization5 - Creativity
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FSCL Engagement Chair*

<p>Position Description:</p> <p>This chair is responsible for coming up with new ways to engage the FSCL Committee. They focus on connecting committee members with FSCL outreach and their houses. They also work closely with committee members to provide the tools and resources needed to engage their houses and to connect them to PUDM to discover their own “why.” This chair is required to go to different Greek Life and Cooperative philanthropies and events.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Creativity2 - Communication3 - Involved4 - Reliability5 - Strong interpersonal skills
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FSCL Outreach Chair*

<p>Position Description:</p> <p>This chair is tasked with reaching out to Fraternities, Sororities, and Cooperatives to encourage their members to participate in PUDM and PUDM events. This has to communicate with the contacts in each house. This chair visits houses for table talks to communicate with each chapter about upcoming events. This chair is required to go to different Greek Life and Cooperative philanthropies and events.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Communication2 - Time management3 - Strong social skills4 - Reliability and organization5 - Motivation
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PRODUCTIONS DESIGN*

Content Creation Chair (2)*

<p>Position Description:</p> <p>This chair is responsible for assisting with all graphics and flyers that are published for PUDM 2021. This position also involves helping develop the PUDM brand and creating a marathon-related brand which helps to make PUDM recognizable. This chair works closely with the Productions Design Executive to meet the branding guidelines and create the graphics with Adobe Illustrator, Photoshop, and/or InDesign.</p>	<p>Strengths for this Position:</p> <p>1 - Creativity</p> <p>2 - Adobe Experience</p> <p>3 - Organization</p> <p>4 - Collaboration</p> <p>5 - Focus</p>
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Merchandise Chair*

<p>Position Description:</p> <p>This chair is responsible for designing and producing all merchandise related to PUDM 2021. This involves designing each garment, collaborating with our Merchandise supplier, Freckles, and keeping track of deadlines/orders. Experience with Adobe is preferred, but not required. This position might also consist of working with the Finance focus to understand the financial side of merchandising.</p>	<p>Strengths for this Position:</p> <p>1 - Creativity</p> <p>2 - Aesthetic</p> <p>3 - Organization</p> <p>4 - Reliability</p> <p>5 - Communication</p>
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PRODUCTIONS MEDIA*

Photography Chair*

<p>Position Description:</p> <p>This chair takes photos at PUDM events that can be used for graphics, promotional materials, B-roll, etc. This chair should be able to use a camera to take quality photos. They also help brainstorm ideas of how to use different photos with the Productions team. This chair helps coordinate committee members to take pictures at the main PUDM event and others throughout the year. They are also responsible for uploading all pictures taken to the PUDM Flickr in a timely manner.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Photography skills (has a camera)2 - Organization3 - Focused4 - Creativity5 - Independent
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Technology Management Chair*

<p>Position Description:</p> <p>This chair is responsible for managing our website, marathon livestream, and marathon app alongside the Productions Media Executive. They are in charge of managing the technology PUDM uses throughout the year. This chair also helps to manage the security of the PUDM website. Finally, this chair is tasked with finding new way to improve the PUDM website and other technology platforms.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Proficient with technology2 - Coding experience3 - Responsibility4 - Developer5 - Independent
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Videography Chair (2)*

<p>Position Description:</p> <p>These chairs are responsible for filming at all PUDM events and for promotional purposes. They also organize videos they take and brainstorm and execute new ideas for videos along with the Productions Media Executive. They will focus on videography throughout the year and planning/creating videos and promotions for PUDM. These chairs also edit videos PUDM posts with 2021 and old video footage. Finally, these chairs are responsible for coordinating committee member involvement in filming and editing videos at the main PUDM event and other events.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Adaptability2 - Organization3 - Communication4 - Creativity5 - Video filming/editing experience
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PUBLIC RELATIONS*

Community Strategy Chair*

<p>Position Description:</p> <p>This chair will work with media outlets (radio stations, newspapers, new stations, etc.) to promote PUDM and PUDM events. They will strategize how to involve the greater Lafayette community in efforts for Riley Hospital. They will work to extend PUDM from a student organization into a community-wide entity, as well as focusing on involving the Indianapolis community.</p>	<p>Strengths for this Position:</p> <p>1-Strong communicator</p> <p>2 - Creativity</p> <p>3 -Able to think on your feet</p> <p>4 - Professionalism</p> <p>5 -Team Player</p>
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Recruitment Strategy Chair*

<p>Position Description:</p> <p>This chair will be responsible for planning and implementing PUDM's yearlong recruitment plan. They will organize chalking, flyering, and sheet signs at strategic times throughout campus and devise and manage promotional tables on campus. They will help plan and execute promotional weeks/day (ex. Child Health Day). They will strategize how to portray PUDM to campus and expand our on-campus advertising methods.</p>	<p>Strengths for this Position:</p> <p>1 - Logistical</p> <p>2 - Empathy</p> <p>3- Strong organization skills</p> <p>4 - Creativity</p> <p>5 - Approachable</p>
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Social Media Coordination Chair*

<p>Position Description:</p> <p>This chair will outline the social media plan for the year and brainstorm new content ideas. They will create content tailored to each social media platform, having awareness of the user base of each platform. They will manage social media accounts and interactions along with the Public Relations Exec. They will research successful DM social media accounts to find areas of improvement for PUDM.</p>	<p>Strengths for this Position:</p> <p>1 - Logistical</p> <p>2- Quick on your feet</p> <p>3- Aesthetically inclined</p> <p>4- Strong communicator</p> <p>5- Knowledgeable on media trends</p>
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ACCOUNTING

Accounting Chair (3)

<p>Position Description:</p> <p>These chairs will work together and alongside the Accounting Executive to manage, deposit, and count offline donations that PUDM receives. They will be also working with the Accounting Executive to make sure that PUDM is following Protect Purdue and Student Activities Office guidelines. They will be responsible for finding canning locations for PUDM and being professional when running buckets across campus and working with Purdue employees. They will also be working with the High School Marathon Relations Executive and chairs with tasks they will need extra help with in running high school marathons. Accounting chairs will also help support the HSMR committee.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Consistency2 - Professionalism3 - Attentive4 - Organized5 - Flexibility
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FUNDRAISING*

Fundraising Challenges Chair*

<p>Position Description:</p> <p>This chair works alongside the Fundraising Executive in brainstorming, planning, and executing fundraising challenges PUDM holds throughout the year. They also work with FSCL, Participant Communications, and Campus Relations on creating fundraising challenges for PUDM Teams and campus partners. This chair is responsible for helping craft messaging that is sent out during PUDM push days.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Strong communication skills2 - Adaptability3 - Confidence4 - Strong written communication5 - Creativity
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Fundraising Development Chair*

<p>Position Description:</p> <p>This chair is tasked with researching national Dance Marathon best practices in fundraising to find ways that PUDM can improve our fundraising and fundraising experience. This chair assists the Fundraising Executive in developing PUDM's Fundraising culture and making sure that PUDM fundraising is always cause connected. This chair is responsible for helping craft messaging that is sent out during PUDM push days.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Futuristic2 - Initiative3 - Reflective4 - Strong written communication5 - Organization
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Fundraising Education Chair*

<p>Position Description:</p> <p>This chair works alongside the Fundraising Executive to implement fundraising education for all members of PUDM by going to different committee meetings. They also work with fundraising committee members to educate them about PUDM fundraising to help the committee members educate others. This chair is responsible for helping craft messaging that is sent out during PUDM push days.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Strong communication skills2 - Organization3 - Confident4 - Strong written communication5 - Relator
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HIGH SCHOOL MARATHON RELATIONS*

High School Marathon Relations Management Chair*

<p>Position Description:</p> <p>This chair works with the HSMR Executive to support elementary and high school marathons planning for a virtual or in-person marathon. They also help facilitate relationships between our high school marathons and PUDM. They provide help and advice for high school marathons when it is needed and support these marathons. They also communicate with the high school marathon advisors with the HSMR Executive. This chair also tracks HSMR committee member fundraising throughout the year. Depending on the Fall 2021 semester, this chair position may also help the Accounting team count money after Bucket Blitz or large canning weekends.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none"> 1 - Communicator and Relator 2 - Creative 3 - Strong organization skills 4 - Time management skills 5 - Proficient in Excel
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High School Marathon Relations Secretary Chair*

<p>Position Description:</p> <p>This chair helps track high school and elementary school marathon progress throughout the year. They also compile information from elementary and high school marathon meetings, as well as keep committee, high school, and elementary school marathon documents organized. This chair tracks committee member engagement with our high school marathons and provides committee members opportunities to get involved with high school marathons. They help plan committee meetings and make meeting minutes. Depending on the Fall 2021 semester, this chair position may also help the Accounting team count money after Bucket Blitz or large canning weekends.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none"> 1 - Proficient in Excel 2 - Strong organization skills 3 - Communication 4 - Responsibility 5 - Initiative
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SPONSORSHIPS IN-KIND*

In-Kind Logistics Chair*

<p>Position Description:</p> <p>This chair is responsible for working alongside the In-Kind Executive to locate and contact local businesses to reach out to for Marathon meals and food donations for events. This chair also attends meetings with store owners and managers regarding marathon meals. This chair assists the Executive in running the Hospitality Gym at the marathon with planning the pick-up and delivery of Marathon meals and serving food.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Organization2 - Dependability3 - Communicator4 - Professionalism5 - Flexibility
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In-Kind Relations Chair*

<p>Position Description:</p> <p>This chair is in charge of locating and contacting businesses for donations for various events throughout the year, such as procuring the donation of items including, but not limited to, dancer bags for the marathon, 5K bags, items to be used as giveaways and fundraising incentives for participants, and auction items for the Stewardship Luncheon and Silent Auction. They will also aid the In-Kind Executive in creating and pitching large in-kind asks to businesses.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Professionalism2 - Strategic thinker3 - Communicator4 - Self-starter5 - Adaptability
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In-Kind Strategy Chair*

<p>Position Description:</p> <p>This chair is tasked with locating businesses for potential in-kind donations and creating a strategic action plan to contact businesses and steward them to foster good relations. In addition, this chair will work with the In-Kind Executive to locate and contact all people involved with PUDM that have food allergies and ensure that there are meals at the Marathon to meet their dietary needs. This chair will be responsible for setting up all Skip-A-Meals for PUDM throughout the year.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Strategic thinker2 - Innovative3 - Organized4 - Professionalism5 - Communicator
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SPONSORSHIPS MONETARY*

Sponsorships Outreach Chair*

<p>Position Description:</p> <p>This chair keeps track of Riley buckets at local businesses. They also create educational packets for businesses that show the benefits of working with PUDM. They work on the strategy for giving pitches during committee meetings along with the Sponsorships Monetary Executive and create “Sponsorship Toolkits” for Chamber and committee members to use. This chair needs to have a car or access to a car to do bucket runs to collect the Riley bucket at local businesses.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Professionalism2 - Adaptability3 - Strategic thinker4 - Relator5 - Communication
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Sponsorships Strategy Chair*

<p>Position Description:</p> <p>This chair assists the Sponsorships Monetary Executive in pitching and securing donations from corporate sponsors, as well as working to maintain the sponsors from previous years. They will also work on the corporate sponsorships packet with Productions Design. They work on the strategy for giving pitches during committee meetings along with the Sponsorships Monetary Executive.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Professionalism2 - Strategic thinker3 - Well-spoken4 - Positivity5 - Communication
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LOGISTICS*

Entertainment Relations Chair*

<p>Position Description:</p> <p>This chair is responsible for initiating and developing relationships with entertainers and possible entertainers for the Marathon. They schedule entertainment acts for the Marathon with the Logistics Executive. This chair is also the second-in command at Front of House during the Marathon, filling in time gaps with music with the use of DJ equipment and software. They work with the sound and lighting technicians throughout the event to ensure a reliable and quality sound transmission throughout the Marathon.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Communication2 - Adaptability3 - Initiative and Independence4 - Strong Organization Skills5 - Professionalism
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Event Operations Chair*

<p>Position Description:</p> <p>This chair works with the sound and lighting company to plan the technical side of the event, including the set-up of the Main Gym and leading operations at Front of House. They are responsible for creating a slideshow, video playlist, music playlist, and the run-of-show timeline for the event. This position also aids in keeping the Marathon on-schedule by relaying the current status of the Main Gym, entertainers, and on-stage personnel.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Adaptability2 - Responsibility3 - Command4 - Focus5 - Arranger
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Logistics Coordination Chair*

<p>Position Description:</p> <p>This chair is responsible for creating the timeline and layout of the event with assistance from the Logistics Executive, as well coordinating security procedures, training, and execution. They work to improve movement of color tracks and the event experience of all participants to increase the number of members in attendance at the end of the Marathon.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Arranger2 - Adaptability3 - Communicator4 - Empathy5 - Maximizer
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MORALE*

Leadership Development Chair*

<p>Position Description:</p> <p>This chair works to develop Moraler's leadership skills with the Color Captain program and prepares Moralers for the marathon. They work on the family aspect of Morale by organizing the committee into color tracks, while developing methods of encouraging committee member socialization and involvement. They work to make Color Captains efficient leaders for their members and to equip Color Captains to engage and motivate participation at the Marathon.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Developer2 - Goal-driven3 - Creativity4 - Communication5 - Empathy
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Membership Engagement Chair*

<p>Position Description:</p> <p>This chair deals with all things related to Morale marathon preparedness and organization engagement. They ensure Morale is equipped to effectively engage, motivate, and lead participants during the marathon. They are responsible for external Morale development and working to think of ways to keep the Morale committee involved holistically with PUDM (e.g. joint meetings). This chair has a big focus on brainstorming ways that color tracks can be improved.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Natural leader2 - Motivator3 - Involved4 - Personable5 - Communication
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Membership Management Chair*

<p>Position Description:</p> <p>This chair deals with all the logistical challenges that arise as a result of leading an 80+ member committee. They find ways to increase and track member attendance, retention, and motivation, as well as tracking fundraising in Morale. This chair encourages member participation at all PUDM Events. They send out weekly meeting minutes and plan the Morale retreats and Bucket Blitz.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Organization2 - Time management skills3 - Communication4 - Professionalism5 - Proficient in Excel
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RILEY RELATIONS*

Family Relations Chair*

<p>Position Description:</p> <p>This chair is tasked with pairing up Riley Relations committee members, committees, and Greek houses with Riley families. They work to understand the needs of all PUDM’s Riley families and encourage committee members build long-lasting relationships with their Riley family pairing. This chair updates family information and makes sure that our families are close to members of PUDM.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none"> 1 - Empathetic 2 - Communication 3 - Critical thinker 4 - Organization 5 - Personable
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Riley Relations Programming Chair*

<p>Position Description:</p> <p>This chair plans monthly events for committee members and Riley families to participate in that are fun and engaging experiences to help build meaningful relationships. They also plan organization-wide events with our Riley families. This chair organizes a Google Calendar with all families’ extracurricular activities and works on the Riley Relations social media pages.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none"> 1 - Creativity 2 - Task-oriented 3 - Communication 4 - Organization 5 - Flexibility
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Riley Relations Strategy Chair*

<p>Position Description:</p> <p>This chair works to create an inclusive and inviting community for the Riley Relations committee by engaging members, compiling data from surveys throughout the year, and communicating across the committee. They also work alongside their Executive to make creative and informative meetings during the year and a detailed outline of marathon Riley room. This chair works to develop and train our Family Captain, so they can connect all committees to Riley families.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none"> 1 - Strategic thinker 2 - Innovative 3 - Organization 4 - Meticulous 5 - Collaborative
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SPECIAL EVENTS*

Special Events Chair (3)*

<p>Position Description:</p> <p>These chairs work together and with the Special Events Executive to brainstorm, plan, and execute all PUDM special events, including the Glow Run, Grill Out Chill Out, PUDM Olympics, Riley Kid Birthday Party, SLASA, and any other event PUDM may host. These chairs work with community resources and other organizations to co-sponsor events. They also work alongside the Special Events Executive to create new PUDM special events.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Organized2 - Strategic and Problem Solver3 - Communication4 - Creativity5 - Accountability
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DEVELOPMENT

Diversity, Equity, and Inclusion Chair

<p>Position Description:</p> <p>This chair will be responsible for researching, reaching out to campus DEI resources, and implementing DEI principles into PUDM to help the organization grow as a whole. This chair will also work with the other Development chairs and the Development Executive to plan and execute the FTK gym, place committee members on committees, and with compiling resources for committees.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Intuitive2 - Self-driven3 - Strategic4 - Reflective5 - Creativity
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Hospital Relations Chair

<p>Position Description:</p> <p>This chair will work with the Development Executive and PUDM's RCF Advisor to grow PUDM's relationship and involvement at Riley Hospital, as well as tying members to Riley. This chair will also work with the other Development chairs and the Development Executive to plan and execute the FTK gym, place committee members on committees, and with compiling resources for committees.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Self-driven2 - Strong communicator3 - Futuristic4 - Professionalism5 - Creativity
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New Member Engagement Chair

<p>Position Description:</p> <p>This chair will work alongside the Development Executive to run the Champion-Conductor program to train our Conductors and to help new members acclimate to PUDM in the fall. This chair will also work with the other Development chairs and the Development Executive to plan and execute the FTK gym, place committee members on committees, and with compiling resources for committees.</p>	<p>Strengths for this Position:</p> <ol style="list-style-type: none">1 - Includer2 - Organized3 - Invests in others4 - Has been a Conductor5 - Creativity
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EXTERNAL STEWARDSHIP

Alumni Relations Chair

<p>Position Description:</p> <p>This chair will work with the External Stewardship Executive to maintain and continue to grow PUDM’s relationship with our alumni organization, PUDMA. They will also work to connect PUDM alumni with current members of PUDM. They will work to recognize and collaborate with our alumni year-round and help develop the PUDM alumni experience.</p>	<p>Strengths for this Position:</p> <p>1 - Professionalism</p> <p>2 - Collaborative</p> <p>3- Strong interpersonal skills</p> <p>4 - Organized</p> <p>5- Independently Driven</p>
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Donor Relations Chair

<p>Position Description:</p> <p>This chair will work alongside the External Stewardship Executive to create and execute PUDM’s yearlong donor stewardship program, Boiler Society. They will also be responsible for helping create post push day thank you emails that are sent to all donors and in creating personalized communication with donors that will be sent out via Donor Drive.</p>	<p>Strengths for this Position:</p> <p>1 - Professionalism</p> <p>2- Strong written communication</p> <p>3 - Organized</p> <p>4 - Independent</p> <p>5 - Initiative</p>
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INTERNAL STEWARDSHIP

Internal Stewardship Chair (2)

<p>Position Description:</p> <p>These chairs are responsible for working together and with the Internal Stewardship Executive to create and execute stewardship initiatives, such as certificates and Participant Appreciation Week, to steward all members of PUDM (participants, committee members, leadership team, Team Captains, and Conductors), PUDM family members, partnering organizations, and sponsors.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Empathetic2- Collaborative and creative3 - Takes initiative4 - Strong written communication5 - Organized
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PARTICIPANT COMMUNICATIONS

Participant Relations Chair

<p>Position Description: This chair is responsible for onboarding, educating, and engaging PUDM participants. They will create resources and guides for participants to use and learn more about PUDM. They will also be tracking participant fundraising via Excel. They will lead the individual participant team of participants who do not sign up for a specific team. They will also help develop and execute the PUDM participant experience. Finally, they will help customize participant messaging that is sent out via Donor Drive.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Inclusive2 - Individualizer3 - Organized4 - Personable5 - Creative
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Team Captain Relations Chair

<p>Position Description: This chair works alongside the Participant Communications Executive to acquire team captains through an application and educating committee members about the role of team captains. This chair will also work to educate and provide resources for team captains on how to recruit participants, educate and inspire participants, and to help their participants fundraise. They will also do team captain 1v1s and meetings with the Participant Communications Executive. Finally, they will help customize team captain messaging that is sent out via Donor Drive.</p>	<p>Strengths for this Position:</p> <ul style="list-style-type: none">1 - Inclusive2 - Invests in others3 - Relatable4 - Idea generator and Collaborative5 - Strong communication skills
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