**ORMN Committees**

**Communications Committee**

New Media - Monitor and manage website, FaceBook and GoogleGroups

Traditional Media - as requested by other committees or project leaders: edit and help with distribution to news outlets or county coordinators any flyers, press releases or signs being developed.

**Co-Chairs: Kris Eggleston & Gail Swift**

**Members:**

Mary O’Meara

Jack Price

**Education Committee**

* Reviews and revises Basic Training Course (BTC) curriculum
* Develops budget and recommends tuition for trainees
* Develops trainee assessment program
* Selects books, readings, and assignments for the BTC
* Arranges for printing/purchase of materials
* Secures location for the course and field trips
* Selects & invites speakers and confirms their attendance; arranges for thank-you gifts
* Monitors trainees’ attendance and performance on assessments
* Evaluates BTC and recommends updates as needed
* Coordinates Mentor program

The Education Committee is also responsible for the Continuing Education, or CE, that ORMN provides for its members. The Continuing Education Point of Contact approves training for CE hours that are above and beyond the automatically approved training provided by the State’s sponsoring agencies and other Chapter-approved organizations

**Chair: Bill Birkhoffer and Berni Olson**

**Continuing Education Point of Contact: Dan Beisner**

Phoebe Muenger

Tracy Neely

Berni Olson

Anita Ostrander

Gail Swift

Dorothy Tepper

**Members:**

Bill Birkhofer

Bruce Bowman

Katie Burney

Len Cowherd

Ken Cranston

Watt Hypes

**Membership Committee**

* Attends environmental nature related events within our territory to inform attendees as to what ORMN is, our sponsors, our projects, etc. Supply interested people with brochures, flyers, etc. and offer a sign-up sheet for those interested in more information or in a new class
* Review/design/revises application form per the State
* Develops criteria for inclusion in new classes based on current needs
* Contacts all persons that have exhibited interest in joining the class, make sure they have the application and understand the process
* Designs flyers for placement in libraries, post offices, etc. within our territory to inform people of open enrollment opportunity, times, cost and contact person
* Reviews all applications and rate each per the criteria to make final decisions about who will be accepted
* Interviews all applicants via phone or email
* Contacts all that are accepted to let them know they are in the new class
* Contacts all that were not accepted and let them know why

**Chair: Roberta Jalbert**

**Members:**

Cindy Crook

Kris Eggleston

Wendy Short

Cherri Lawson

Marie Riedel

Nora Rice

**Operating Handbook Committee:**

The Operating Handbook Committee is an ad hoc committee formed in 2017 to review the organization’s operating handbook and make recommendations for changes to the Board and membership. It is chaired by the Vice President.

**Chair: Vice President—Connie Chamberlin**

**Members:**

Bill Clark

Dana Squire

Caroline Watts

**Projects Committee**

* Reviews new project and activity proposals submitted by the members
* Prepares descriptions for approved projects and activities for the ORMN website
* Works with the Project and Activity Points of Contact to ensure that the website

descriptions are accurate and up-to-date

* Advises chapter members of new projects and activities. Sometimes this involves putting on a Project Fair for the membership.

Much of the Projects Committee work is accomplished by email, but in-person meetings are also used when appropriate. Volunteer service on the Projects Committee counts for credit under Administration.

**Chair: Caroline Watts**

**Members:**

Dana Squire

Carolyn Smith

Jane Smith

**VMN-VMS Coordinator: Dana Squire**