

Mobile Area Chamber of Commerce Committee Structure

Committees of the Chamber are created when the Board of Directors determines that a need exists for a group of volunteers to address a program or initiative within the Chamber’s Plan of Action. There are standing committees, such as Executive Roundtable, which welcomes new members to join each year; and ad-hoc committees, which are organized to address a particular issue or initiative of the Chamber.

The Executive Committee, with input from Staff members, chooses a Chairman annually for each committee. Once that Committee Chairman is identified, a letter from the Chairman of the Board is sent as a formal invitation to head a committee.

Committee members volunteer via the *Chamber Committees and Task Forces* publication, which is updated, posted on the website and circulated by the Membership Department at the beginning of each year. Other volunteers may be identified by staff and existing Committee members, and approached about their service on a particular committee.

Each Committee is under the venue of one of the Chamber’s Departments, depending on the mission/work of the Committee. It is from that department that the Committee receives staff assistance. At least one Staff member assists each committee by sending meeting notices, taking RSVPs, attending the meeting and taking minutes. If necessary, a committee may name sub-committees to complete the task(s) at hand.

