



## Vice President of Programs

### Responsibilities

- Define strategies for improvement in monthly meetings
- Develop and implement a chapter plan, including a program roadmap for monthly meetings
- Oversee soft skills development and training programs and lead teams to execute
- Provide information to members and nonmembers on career development
- Provide information and guidance to members and nonmembers on certification/recertification in the context of PMI
- Incorporate feedback, suggestions, and recommendations as necessary to enhance effectiveness and value delivered to the audience and chapter regarding the contents of programs
- Provide the information necessary to market the education, PMI certification, as well as training opportunities offered by the chapter
- Seek new project management professional development programs and services through
  - networking with other educational organizations and PMI chapters
- Works with other Event planning teams to ensure no conflicts and works to leverage speakers and topics where applicable
- Coordinate and publicize/organize chapter social networks
- Incorporate feedback, suggestions, and recommendations as necessary to enhance effectiveness and value delivered to the audience and chapter as they relate to the logistics of events/programs
- Oversee monthly meetings
- Invite key influencers from the industry to participate in community events
- Develop and implement a succession and transition plan