



COMMITTEE CHARTER	
NAME/TITLE:	EDUCATION COMMITTEE
COMMITTEE PURPOSE:	The Education Committee serves as a group of active participants in maintaining and developing all facets of education for Applied Client Network.
COMMITTEE JOB RESPONSIBILITIES:	<ol style="list-style-type: none"> 1. Support Applied Client Network education materials and their content with subject matter expertise in all areas of development and delivery. 2. Foster collaboration, communication and creativity with other committees to ensure Applied Client Network educational offerings and delivery methods meet the needs and expectations of our members. 3. Ensure Applied Client Network educational offerings align with and support Applied Client Network strategic initiatives and support and provide measurable results toward those initiatives. 4. Participate in Monthly Conference Calls. 5. Attend one meeting at Applied Net. 6. Update the Education Catalog and handouts each year for use by chapter officers in planning their chapter meetings. 7. Select the key content areas for the Call for Proposals and review/approve/schedule the sessions for Applied Net each year. 8. Assist in determining new e-learning offerings. 9. Promote Applied Client Network products and services to membership.
COMMITTEE STRUCTURE:	<p>The Education Committee will be comprised of agency and associate members and their work will be accomplished via three sub-committees as follows:</p> <ol style="list-style-type: none"> 1. Applied Net Sub-Committee – This sub-committee will work closely with Applied Systems and the staff liaison to communicate and align educational offerings for Applied Net to meet member needs. 2. Chapter Sub-Committee – This sub-committee will identify and develop educational programming to meet the needs of Chapter members. 3. Webinar Sub-Committee – This sub-committee will serve as Subject Matter Experts in the development to new webinar topics for deployment throughout the year.
AUTHORITY/LIMITATIONS:	The Education Committee and its Sub Committee members are directed by the Applied Client Network Board of Directors and the Applied Client Network CEO. The Education Committee Chair, Vice Chair and/or Committee members and participants may not enter into legal or binding agreements on behalf of Applied Client Network without approval from the Applied Client Network Board of Directors and/or Applied Client Network CEO. Neither Education Committee Chair nor Committee members have authority over Applied Client Network resources and/or staff.
METHOD OF COMMITTEE MEMBER SELECTION/NOMINATION, TERM:	Term is for two years, commencing after conference; members are selected from Board recommendations and Call for Volunteer Form.