Roles and Responsibilities of the Board Members 2020 – 2021

Past Chairs

• Provides continuity to the new Board
• Attend and participate in events and conferences
• Assist in promoting CoreNet Global brand value in India
• Promote CoreNet Global membership to new industry members

Co-Chairs

• Ensure the Chapter operates in alignment with CoreNet Global By-laws, Memorandum of Understanding (MOU) and its strategy and priorities
• Develop an operating plan for the Chapter in alignment with Global strategy and priorities and enhance CoreNet Global’s brand value in India
• Ensure the Chapter is operating at an optimum level
• Attend all Chapter board and committee meetings, programs and events
• Serve as the primary face of the Chapter at local events
• Select and develop officers who are CoreNet Global members and with the required expertise to fulfill their roles and responsibilities and put in place a succession plan for all positions
• Review Board applications and decide placements for the following year
• Serve as the principal spokesperson for the Chapter with all matters as they relate to the Global organization and the general public
• Assist in the timely execution of the Chapter's Annual Compliance
• Provide leadership and support for both Officers and staff in achieving membership growth
Chair Elects

- Support the Co-Chairs in overall governance and administration of the Chapter
- Assist in the development of the Chapter’s operating plan
- Represent the Co-Chairs at all meetings if they are unable to attend
- Support the Co-Chairs with the recruitment of officers who are CoreNet Global members and have the required expertise to fulfil the roles and responsibilities and the succession plan
- Support the Chapter and officers to achieve membership growth
- Review new board applications and decide on placements
- Attend Chapter board meetings and participate in events and conferences

Treasurer

- Develop and manage Chapter budget under the guidance of Chair & Staff
- Present a financial statement at the Chapter Board meetings and as requested by the Board/Chapter officers
- Review Chapter financial status updates from CoreNet Global, including revenues associated with Member / Chapter dues sharing
- Develop a sponsorship plan for the Chapter to solicit support from the industry
- Engage the local CRE community to communicate sponsorship benefits and secure the funding required to support the activities of the Chapter
- Attend Chapter board meetings and participate in events and conferences

Membership Directors

- Develop and oversee the execution of the new member engagement program
- Develop a Chapter prospective list of organizations and CRE professionals
- Identify and recruit potential members in the region
- Promote membership advantages at Chapter events and digital medium (LinkedIn)
- Get Chapter to support and execute regional recruitment initiatives
- Collaborate with CoreNet Global Staff to ensure alignment and on Chapter membership retention initiatives
- Participate in monthly meetings with the membership and events committee members
- Review member engagement calendar and make changes as needed
- Assist in creating surveys to collect feedback from events to enhance member engagement
- Attend Chapter board meetings and participate in events and conferences
- Promote diversity and inclusiveness amongst the membership
Young Leader Director

- Identify potential members in the Young Leader category
- Assist the Events and Membership Committee to develop program targeted to attract and retain young leader members while promoting diversity and inclusiveness in the CRE fraternity
- Assist in promoting and executing Chapter events
- Attend Chapter board meetings and participates in events and conferences

Events Director

- Manage and oversee the Chapter events including networking and learning programs for members and non-members
- Generate new ideas and opportunities for members to meet, learn and network within the realm of CRE and allied areas of interest.
- Participate in monthly meetings with the membership and events committee members
- Assist in the Chapter promotion of CoreNet Global MCR and QPCR certifications, Annual Summits and any other program CoreNet Global may hold in the region
- Attend Chapter board meetings and participate in events and conferences
- Promote diversity and inclusiveness at events

University Relations Director

- Strengthen existing relations with academic institutions to raise the profile of CRE professionals and establish a talent pipeline
- Organize guest lectures in Universities and Colleges
- Promote and activate the InternConnect platform and work with members and organizations to create internship opportunities
- Attend Chapter board / committee meetings and participate in events and conferences

All Board Members

- Initiate new member welcome calls on a monthly basis
- Provide feedback and generate ideas in meetings
- Promote diversity and inclusiveness across the Chapter and across all events
- Review applications for Chapter Awards (2 volunteers)
- Review content submissions for the India Conference (end users)
- Create volunteer opportunities for the wider membership
- Participate in CoreNet Global events/meeting/conferences and sustain Board membership engagement levels at 100%