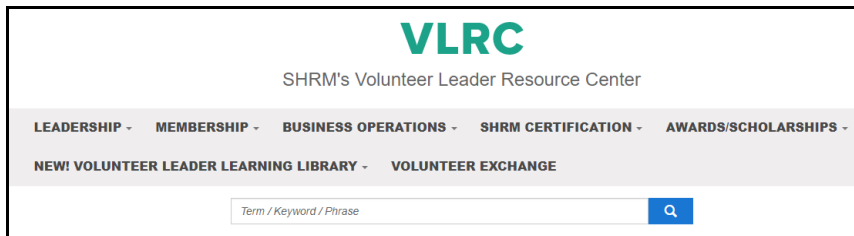




## SHRM Resources for Volunteer Leaders

SHRM could not be successful without the dedication and support of volunteers like YOU! As a volunteer leader, you help SHRM realize our goals as a professional society and build better workplaces for a better world!

We hope your experience as a leader will be engaging and rewarding! To help ensure your success, the SHRM Volunteer Leader Resource Center (VLRC) provides you with tools and resources specifically designed with your volunteer role in mind. **Find it under the “MEMBERSHIP” tab at [www.shrm.org](http://www.shrm.org). Then bookmark and use it often!**



VLRC Highlights under each tab:

### LEADERSHIP

Resources specific to Chapter, State Council, Student and Core Leadership Area (CLA) volunteers. Links to Volunteer Leader Webinars and presentation decks from SHRM volunteer leader business meetings.

### MEMBERSHIP

Resources for Chapter Audits, Maintaining Your Chapter Membership and Marketing Samples & Templates. Campaign in a Box tools and Eblast request forms are also found here.

### BUSINESS OPERATIONS

Important Dates & Deadlines, SHAPE online reporting document, Sample Bylaws and Checklists, and tools for effective Financial Management, Strategic Planning, Branding & Logos, Conferences and Websites.

### SHRM CERTIFICATION

Resources to promote SHRM-CP and SHRM-SCP certification, including SHRM Recertification Provider Program guidelines and requirements. Links to SHRM's Competency Based Workshops for local delivery are also under this tab.

### AWARDS & SCHOLARSHIPS

Eligibility and application information for the SHRM Pinnacle Award, Excel Award, Student Chapter Merit Award and SHRM Foundation Awards and Scholarships.

### VOLUNTEER LEADER LEARNING LIBRARY

Affiliate Board Orientation training videos and Virtual Event tools can be found here. Check back often for new resources!

### VOLUNTEER EXCHANGE

Need a sounding board for a new idea? Want to find out what successful practices other chapters and state councils are using? Get advice and input from your peers on the SHRM Volunteer Exchange – or share YOUR perspective!

### YOUR REGIONAL TEAM

SHRM Membership Division staff serve as your primary points of contact. Your assigned **Member Engagement Associate (MEA)** can assist with the Chapter annual membership audits, membership & data reports, SHRM Financial Support (CFSP) questions and more! Your **Field Services Director (FSD)** can guide you on any affiliate-related issue and provide information and strategies for dual member recruitment and retention, volunteer engagement, problem resolution and affiliate best practices, to name a few.

**Not sure who to contact? Visit the [CONTACT OUR TEAM](#) page.**

### IMPORTANT ANNUAL DATES AND DEADLINES

- **SHAPE** (Section 1 Required to be “in Good Standing” status): 1/31
- **EXCEL Award** Submission Form: 3/15
- **Student Merit Award**: 4/30
- **Pinnacle Award** Deadline: 9/1
- **Recertification Re-Affirmation** Form: 11/15
- **S/CLIF** Deadline: 12/1 (or 15<sup>th</sup> of the month prior to officer transition)