

Celebration of Scholars Chair (Appointed)

Term: One year

Time Required: Approximately 30 hours beginning in early March through the date of the event, usually in mid-May

Responsibilities:

- Plan and organize the annual Celebration of Scholars event to honor scholarship recipients
- Select a team of volunteers to work on the event and hold committee meetings as needed
- Ensure that the appropriate people are invited (recipients and families; SOU and RCC leadership)
- Organize the event details (speakers, room organization, program, refreshments)
- Communicate with the Scholarship Coordinator(s) as needed, including assigning mentors to recipients
- Publicize the event through Branch member communications and local media; coordinate with the Public Relations Chair
- Keep track of activities and update the Operations Manual as needed

Qualifications:

- Organizational skills
- Communication skills
- Ability to work collaboratively